

PAMUNKEY REGIONAL JAIL AUTHORITY

HANOVER COUNTY, VIRGINIA



ADOPTED BUDGET 2015-2016

COLONEL JAMES C. WILLET, CJM
SUPERINTENDENT

LT. COLONEL NATHAN J. WEBEL, CJM
DEPUTY SUPERINTENDENT

MR. F. KEITH SPICER, CPA
DIRECTOR OF FINANCE

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June 11, 2015

The Honorable Members of the
Pamunkey Regional Jail Authority
Hanover, VA 23069

Dear Members of the Authority:

I am very pleased to submit Pamunkey Regional Jail's Adopted Budget for fiscal year 2015-2016. Each year as we prepare our budget presentation, we do so with the goal of maintaining a low operational cost. We strive to do this while still providing a high level of quality. As we proceed through our eighteenth year of operation, we need to be mindful of the fact that PRJ is no longer a brand new facility. We are satisfied that this budget will allow us to be prepared as we move into the future.

Expenses for FY15-16 will decrease by 2.3% overall from the previous year. This includes a 2% merit salary raise for all employees with a "Meets Standards" evaluation as well as an additional 1% raise for the top 10% in each division that has an "Exceeds Standards" evaluation.

As in the past, we've used the National Institute of Corrections publication and National Standards Cost Estimates, to guide us in the preparation of our budget. Overall budget standards indicate 70% for personnel cost, 20% for operational cost, and 10% for inmate care. Our FY15-16 budget percentages are as follows: 75.5% personnel cost, 15.1% operational costs, and 9.4% inmate care cost. Again, we remain very close to those national averages.

Our total local inmate population decreased from 400 to 390. Caroline County's population decreased to 90, while Hanover County increased from 278 to 300. The operational per diem increased from \$37.18 to \$37.32 and the debt service per diem increased from \$11.87 to \$11.95. This resulted in an overall \$.22 increase in total per diem.

Listed below are some of the highlights of the adopted budget. These highlights will be described in detail in the following pages along with the specifics for each line item.

Budget Highlights

- Maintain ACA accreditation and DOC certification through staff development while adhering to facility policy and procedures.
- Provide 2% employee merit increases as well as additional 1% increases for employees that meet top 10% performers of Jail staff.
- Maintain revenue from federal contract bed rentals and continue to pursue other possible contract bed rentals.

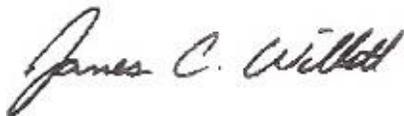
Budget Objectives

- Continue to provide a safe, secure and sanitary facility for staff and inmates while maintaining cost saving measures in our operation.
- Continue to provide inmates with quality medical services.
- Continue to enhance our relationships with our user jurisdictions, outside agencies, and the public through effective correctional services and community involvement.
- Ensure the facility continues to maintain standards compliance with the American Correctional Association, Virginia Department of Corrections and the Virginia Compensation Board.

In conclusion, I feel this budget will carry Pamunkey Regional Jail through its eighteenth year of operation fully funded and prepared to meet the needs of Hanover, Caroline, Ashland, the Courts and each of the User Agencies. This will be accomplished while ensuring the safety and security of our staff and inmates as well as the citizens of the localities we serve.

I would like to take this opportunity to thank each Member of the Authority Board for your continued support of the jail's Administration and PRJ as a whole. As always, we are especially grateful for the assistance of the Finance Department representatives from both Hanover and Caroline Counties. In addition, I'd like to thank my staff for the dedication and hard work invested in the preparation of this budget.

Sincerely,



James C. Willett, CJM
Superintendent

\$4,332 is for Virginia Risk Management Medical Malpractice insurance.

\$2,400 is for US Bank for administrative fees for the jail's revenue bonds.

3150 Temporary Help Service Fees \$ 1,500

\$1,500 is for temporary help with our Jail staff.

3200 Repair & Maintenance \$ 85,000

\$60,000 is for preventive and routine maintenance for everyday consumable materials and replacement of major components of pumps, motors for heat pumps, and maintenance of equipment.

\$15,000 is for roof maintenance and repairs.

\$10,000 is for regrading/resurfacing a portion of the parking lot.

3201 Repairs & Maintenance to Radios \$ 2,500

This amount is for any repairs to the radios that would be caused by dropping or should the radio become broken by an officer during a struggle with an inmate. These are costs not covered under routine maintenance, but needed to have the radio replaced or repaired.

3250 Maintenance Service Contract \$ 89,553

\$12,740 is part of the contracted services with the new Jail Tracker System and annual maintenance to software. This is to include any upgrades and new versions of the system.

\$13,872 is for copier maintenance.

\$2,000 is for the computer router contract that will be used for connection between Hanover County and Pamunkey Regional Jail.

\$15,000 is for maintenance for Simplex Grinnell Security system.

\$2,950 is for the DBI machine contract for the ten printers (for fingerprints).

\$8,335 is for video arraignment equipment.

\$15,497 is for contracts for chemicals, pest control, chill water & kitchen waste, monthly maintenance fees.

\$6,921 is for trash collection.

\$750 is for the Arbitrage Report.

\$10,488 is for license and maintenance of COREMR medical system.

\$1,000 is for maintenance agreement for iSTAT Hand Held Analyzer for medical.

the replacements with money taken out of their canteen. However, there will be times where there may be an indigent inmate who does not have the money at that particular time and the replacement still needs to be made. The money for that replacement will be placed in a deficit account to be recovered should that inmate receive money in their account.

5170 Vehicle & Powered Equipment \$ 20,000

\$20,000 is for vehicle maintenance-repairs per County Garage.

5171 Gas, Grease & Oil \$ 42,000

\$42,000 is for gas, grease and oil for vehicles and other equipment.

5180 Police Supplies \$ 8,215

\$650 is for the purchase of weapon parts.

\$1,865 is for handcuffs, leg irons, chains, capstun, CPR microkeys and flexcuffs to be used throughout the jail.

\$610 is for flashlights, bulbs, flares, used inside and outside the jail.

\$525 is for weapon cleaning supplies.

\$655 is for targets and equipment.

\$188 is for search kits.

\$1,932 is for security gear.

\$1,790 is for ERT (Emergency Response Team) equipment.

5190 Uniforms \$ 28,500

\$25,000 is for replacement and new uniforms. Replacement for uniforms torn during normal use and uniforms for new employees as they are hired throughout the year.

\$500 is for medical and kitchen uniforms.

\$3,000 is for the transportation employees. As they rotate in and out and their sizes differ, the purchase of larger or smaller belts, holsters, duty gear, etc. may be needed.

5195 Uniforms for Inmates \$ 10,500

\$8,000 is for the replacement uniforms.

\$2,000 is for armbands for the inmates.

\$500 is for inmate shower shoes.

5210 Books & Subscriptions \$ 250

This amount is for reference materials for all divisions.

5223 Instructional Supplies \$ 22,000

Each year, we have to qualify each of our sworn personnel with our weapons.

\$16,310 is for the figured annual cost for the training ammunition.

\$1,990 is for inert and live Oleoresin Capsicum (pepper spray).

\$3,700 is for First Aid and CPR training materials.

5230 Other Operational Supplies \$ 47,800

\$100 is for camera, evidence replacement.

\$325 face shields for inmate transports.

\$3,000 is for classification folders.

\$600 is for key rings.

\$2,000 is for latex gloves.

\$1,000 is for security search gloves.

\$3,500 is for drug test kits and work release. This cost will be **offset by revenues**.

\$10,395 is for intake kits, such as hygiene, disciplinary and weekender kits.

\$4,600 is for razors.

\$4,180 is for pull tight seals, paper and plastic for the new inmate property packaging system.

\$300 for Cross match silicone pads.

\$10,800 is for Electronic monitors for sentenced inmates and work release inmates.

\$7,000 is for printer and toner cartridges for the entire facility.

5232 Other Expenses – All Capital under \$5,000 \$ 27,456

\$2,000 is for new telephones purchased during the course of the year.

\$4,000 is for computer hook-ups, components, cards, etc.

\$1,500 is for network maintenance and repair.

\$4,200 is for a cisco 2960 catalyst switch.

\$7,950 is for replacement radios.

\$1,400 is for the purchase of radio batteries.

\$800 is for radio cases.

\$2,606 is for replacement of desks, chairs and file cabinets.

\$3,000 is for landscaping supplies and equipment.

5233 Computers & Printers \$ 20,499

\$9,500 is for replacement of 10 computers.

\$3,000 is for replacement of 10 flat monitors.

\$5,199 is for the replacement of 5 network printers and 1 color printer for classification.

\$1,400 is for a laptops.

\$600 is for fax module for records division copier.

\$800 is for battery back-ups.

5234 Software \$ 7,000

\$7,000 is for software upgrades and enhancements.

5280 Subsistence & Lodging \$ 6,300

\$3,300 is for meetings at the Pamunkey Regional Jail to be used for Board Meetings, Superintendent's meetings and hosting training classes. For example, there could be a situation where we have the Board of Supervisors from Hanover and Caroline visit, this will allow us to offer them refreshments.

\$3,000 is for the Employee Recognition Program.

5290 Convention & Education \$ 8,250

\$1,500 is for AJA Correctional Healthcare conference.

\$750 is for AJA Management and leadership development courses.

\$750 is for Training for Administrative Personnel.

\$1,000 is for VARJ conference.

\$1,000 is for AJA conference.

\$1,000 is for Maintenance staff Training.

\$450 is for HR Management Certification Courses.

\$600 is for Advanced ERT Training.

\$200 is for Glock Armorers School.

\$1,000 is for one day seminars for security personnel.

5350 Criminal Justice Training \$ 11,024

\$11,024 is for annual license fees for the Corrections Online Training system to cover all of our employees in any training that may be needed.

5600 Dues & Association Memberships \$ 3,694

\$300 is for AJA dues.

\$750 is for Virginia Association of Regional Jails dues.

\$200 is for BJ's Wholesale Club membership.

\$420 is for ACA membership

\$521 is for other CPA and AICPA dues.

\$639 is for GFOA and VGFOA membership.

\$50 is for NIAIA membership.

\$75 is for the NCCHC membership.

\$90 is for National Notary membership.

\$210 is for the World at Work membership.

\$80 is for the RCA membership.

\$200 is for the Polygraph Examiner's certification.

\$79 for Amazon prime membership.

\$80 is for ACFSA membership.

8201 Machinery & Equipment (over \$5,000) \$ 26,100

\$26,100 is for replacements to the security equipment.

8202 Furniture & Fixtures \$ 7,000

\$7,000 is for a Utility shed to store maintenance equipment.

8205 Motor Vehicles \$ 23,389

\$23,389 for replacement of one transportation vehicle.

8207 ADP Software \$ 6,500

\$6,500 is for software enhancements.

Total Salaries, Benefits, Overtime and Part-time	\$ 8,241,937
Total Other Operational Costs	\$ 1,654,710
Medical Costs	\$ 615,052
Food Costs	<u>\$ 410,000</u>
Grand Total	\$ 10,921,699

These expenditures can be offset by our operating revenues.

Current proposed reimbursement for State responsible inmates	\$ 800,599
Federal Recovery	\$ (150,599)
Compensation Board reimbursement for personnel	\$ 3,731,000
Debt service reserve interest	\$ 58,900
General interest on accounts	\$ 25,000
Inmate phone system	\$ 300,000
Work release	\$ 10,000
Weekender Fee	\$ 25,000
Federal Bed Rentals	\$ 262,800
Miscellaneous Revenue	\$ 164,000
Electronic Monitoring	\$ 32,850
Reserve fund	\$ <u>350,000</u>
Grand Total	\$ 5,609,550

For a total revenue of \$5,609,550

With an operations per diem of \$5,312,149

For a total of \$10,912,699

This year we are proposing an operational per diem based on the revenues and expenses of **\$37.32**.

Caroline County's responsible part of operational per diem and debt service per diem is at \$1,634,269 and Hanover's portion of debt service and operational per diem is at \$5,379,498.

Revenue and Expense Summary
FY 15-16

	Adopted FY 15	Adopted FY 16	% Change FY16 vs FY15
OPERATING REVENUE:			
D.O.C. REIMBURSEMENT	\$754,195	\$800,599	6.2%
FEDERAL RECOVERY	(\$198,195)	(\$150,599)	-24.0%
COMP. BOARD REIMBURSEMENT	\$3,585,535	\$3,731,000	4.1%
DEBT SERVICE RESERVE INTEREST	\$58,900	\$58,900	0.0%
GENERAL INTEREST ON ACCOUNTS	\$30,000	\$25,000	-16.7%
INMATE PHONE SYSTEM	\$342,000	\$300,000	-12.3%
WORK RELEASE	\$5,000	\$10,000	100.0%
WEEKENDER FEE	\$34,000	\$25,000	-26.5%
FEDERAL BED RENTALS (15)	\$438,000	\$262,800	-40.0%
MISC REVENUE	\$164,000	\$164,000	0.0%
ELECTRONIC MONITORING (5)	\$0	\$32,850	100.0%
RESERVE FUND	\$550,000	\$350,000	-36.4%
SUB TOTAL	\$5,763,435	\$5,609,550	-2.7%
OPERATIONAL PER DIEM	\$5,428,458	\$5,312,149	-2.1%
TOTAL OPERATING REVENUE	\$11,191,893	\$10,921,699	-2.4%
OPERATING EXPENSE:	<u>W/ 2% MERIT</u>	<u>W/ 2% MERIT</u>	
WAGES AND BENEFITS	\$8,335,651	\$8,241,937	-1.1%
OPERATIONAL COST	\$1,787,342	\$1,654,710	-7.4%
MEDICAL COST	\$606,400	\$615,052	1.4%
FOOD COST	\$462,500	\$410,000	-11.4%
TOTAL	\$11,191,893	\$10,921,699	-2.4%
DEBT SERVICE	\$1,733,526	\$1,701,618	-1.8%
REPAIR AND REPLACEMENT	\$0	\$0	0.0%
TOTAL	\$1,733,526	\$1,701,618	-1.8%
SUB-TOTAL	\$12,925,419	\$12,623,317	-2.3%
TOTAL NUMBER OF LOCAL INMATES	400	390	-2.5%
PER DIEM RATES:			
PER DIEM DEBT SERVICE	\$11.87	\$11.95	0.7%
OPERATIONS PER DIEM	\$37.18	\$37.32	0.4%
TOTAL PER DIEM	\$49.05	\$49.27	0.4%
JURISDICTIONAL REQUIREMENTS			
CAROLINE COUNTY	\$2,175,738	\$1,634,269	-24.9%
HANOVER COUNTY	\$4,986,247	\$5,379,498	7.9%
AVERAGE DAILY OCCUPANCY			
CAROLINE COUNTY	122	90	-26.2%
HANOVER COUNTY	278	300	7.9%
	400	390	-2.5%

**Debt Service
2015-2016**

				1,701,618
Payment No.	Due Date	Hanover County 76%	Caroline County 24%	
1	25-Jul-14	323,307	102,097	
2	25-Oct-14	323,307	102,097	
3	25-Jan-15	323,307	102,097	
4	25-Apr-15	323,307	102,097	
		<u>1,293,230</u>	<u>408,388</u>	
TOTAL			<u><u>1,701,618</u></u>	

**Operational Per Diem
2015-2016**

Hanover Monthly Payment

	Avg. Inmate	Per Day Amount	Days Per Month	Total
July	300	37.32	31	347,053
August	300	37.32	31	347,053
September	300	37.32	30	335,858
October	300	37.32	31	347,053
November	300	37.32	30	335,858
December	300	37.32	31	347,053
January	300	37.32	31	347,053
February	300	37.32	28	313,467
March	300	37.32	31	347,053
April	300	37.32	30	335,858
May	300	37.32	31	347,053
June	300	37.32	30	335,858
Total				<u><u>4,086,268</u></u>

Caroline Monthly Payment

	Avg. Inmate	Per Day Amount	Days Per Month	Total
July	90	37.32	31	104,116
August	90	37.32	31	104,116
September	90	37.32	30	100,757
October	90	37.32	31	104,116
November	90	37.32	30	100,757
December	90	37.32	31	104,116
January	90	37.32	31	104,116
February	90	37.32	28	94,040
March	90	37.32	31	104,116
April	90	37.32	30	100,757
May	90	37.32	31	104,116
June	90	37.32	30	100,757
Total				<u><u>1,225,881</u></u>

Fiscal Year 2015 – 2016

Pay For Performance Salary Increases

Based on the performance level as scored on the employee evaluation form, calculate the increase and add to the employee's base salary.
This calculation is from the employee's current salary.

Performance Level	% Of Actual Salary	Explanations
Needs Further Development	0%	Employment terminated for probationary employee. Requires a Corrective Action Plan for a permanent status employee to determine termination, demotion, or conditional status.
Meets Standards	2%	Continued Employment in permanent status.
Exceeds Standards	3%	Requires written documentation from employee's supervisor on why this employee is outstanding. Requires Superintendent's approval prior to discussion with employee.

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
<i>Wages & Benefits</i>		
2500 Salaries-w/ 2% merit	5,716,545	5,934,567
New Position	-	-
Reclassification of positions	-	-
Benchmark (all non-sworn positions)	24,693	-
Benchmark (all sworn positions)	153,010	-
2540 Overtime-Regular	90,000	90,000
2560 Part-time Polygrapher (195 hrs. x \$69.14/hr)	13,000	13,500
2701 FICA	458,790	461,912
2702 VRS	783,783	675,311
2704 Health Insurance Opt-Out	1,200	1,300
2705 Health Insurance	914,880	873,990
2706 Life	77,976	78,514
2711 Worker's Compensation	88,394	89,713
2718 Disability Insurance	10,000	10,000
2800 Post Retirement Benefits	3,380	13,130
	8,335,651	8,241,937
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3050 <i>Prof. Health Services</i>		
Physicals	10,000	10,000
Hospital Stays for Inmates	288,400	297,052
	298,400	307,052
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3100 <i>Prof. Services Other</i>		
Contract with Dentist	38,450	39,603
Contract with Doctor	97,826	100,760
Contract with Mental Health Clinician	-	75,000
Lawyer for PRJ Board	28,000	28,000
Audit Services	14,200	14,600
VA Risk Medical Malpractice	2,166	4,332
US Bank	2,500	2,400
	183,142	264,695
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3150 <i>Temporary Help Service Fees</i>		
Temporary staffing	1,500	1,500
	1,500	1,500

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
3200 <u>Repair & Maintenance</u>		
Preventive & Routine Maintenance for everyday consumable & replacement of major components of pumps, motors for heat pumps, and maintenance of equipment and general maintenance supplies.	70,000	60,000
Roof Maintenance & Repairs	15,000	15,000
Regrading/resurfacing of parking lot	-	10,000
	85,000	85,000
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3201 <u>Repairs & Maintenance-Radios</u>		
Repairs to Radios	1,000	2,500
	1,000	2,500
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3250 <u>Maintenance Service Contracts</u>		
Jail Mgmt. System	44,000	12,740
Copier (4 small & 2 large)	13,596	13,872
Computer Router Contract	2,000	2,000
Simplex Grinnell Security Maintenance	5,000	15,000
DBI Machine Contract	1,450	2,950
Video Arraignment Equipment	5,500	8,335
Chemicals, Pest Control, Chill Water, Kitchen Waste	17,240	15,497
Trash Collection	8,800	6,921
Arbitrage Report	750	750
COREMR - license & annual maintenance	-	10,488
iSTAT Hand Held Analyzer - annual maintenance	-	1,000
	98,336	89,553

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
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3300 <u>Printing & Binding</u>		
Outside Printing to include:		
P & P Manuals, I/M Handbooks & Annual Reports	7,996	6,792
Printing for Training (posters, charts, academy etc.)	-	-
Security Forms, Request Forms, Post Orders and Other Forms needed in jail	2,004	3,208
	<hr/> 10,000 <hr/>	<hr/> 10,000 <hr/>
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3350 <u>Advertisement</u>		
Advertisements through various medias		
	2,500	2,500
	<hr/> 2,500 <hr/>	<hr/> 2,500 <hr/>
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3450 <u>Purchase of Service</u>		
Payment to Hanover County for Services Provided	428,000	270,000
	<hr/> 428,000 <hr/>	<hr/> 270,000 <hr/>
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5021 <u>Electrical Service</u>		
Electricity for Building	180,250	170,000
	<hr/> 180,250 <hr/>	<hr/> 170,000 <hr/>
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5031 <u>Heating Service</u>		
Propane for heating & water	128,000	128,000
Fuel for generator	3,000	3,000
	<hr/> 131,000 <hr/>	<hr/> 131,000 <hr/>
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5041 <u>Water Service</u>		
Water & Sewer charged by the County	131,000	131,000
	<hr/> 131,000 <hr/>	<hr/> 131,000 <hr/>

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
5050 <u>Postage</u>		
All outside mail	2,300	2,300
Fed Ex & UPS	500	500
	2,800	2,800
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5060 <u>Telecommunications</u>		
Hanover Allocation	7,000	7,185
	7,000	7,185
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5061 <u>Telecommunications</u>		
Telephone lines & Fax	20,000	20,000
ISDN Lines	4,000	4,000
Cellular Phone	5,500	7,000
	29,500	31,000
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5072 <u>Package Insurance</u>		
Building Liability Insurance	27,000	27,000
	27,000	27,000
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5074 <u>Motor Vehicle Insurance</u>		
Vehicle Insurance	12,500	12,500
	12,500	12,500
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5090 <u>Office Supplies</u>		
Misc. Supplies-Printer & Copier Paper, Folders	15,000	15,000
Pens, Hanging Folders, Training Supplies		
	15,000	15,000
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5100 <u>Food & Food Service</u>		
Food Service @ Approx. \$33,333/month	450,000	400,000
	450,000	400,000
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Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
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5100-100 <u>Food Service Equipment</u>		
Replacement costs for pots, pans & utensils	6,250	5,000
Replacement of Kitchen Equipment	6,250	5,000
	12,500	10,000
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5120 <u>Medical & Lab Supplies</u>		
Supplies for Doctor, Nurse & Dentist & First Aid kits for building	58,000	58,000
Prescription Medications	250,000	250,000
	308,000	308,000
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5130 <u>Laundry, Housekeeping, Janitorial</u>		
Cleaning, Housekeeping and Laundry Supplies	65,000	65,000
	65,000	65,000
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5140 <u>Linen Supplies</u>		
Sheets, Mattresses, Blankets, Pillows (replacement costs for all linens as needed)	10,370	10,000
	10,370	10,000
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5170 <u>Vehicle & Pow'd Equipment</u>		
Vehicle Maintenance-Repairs per County Garage (Increase Per County Garage)	22,050	20,000
Range Van-Maintenance performed by PRJ	800	-
Towing Vehicles	500	-
	23,350	20,000
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5171 <u>Gas, Grease and Oil</u>		
Gas, Grease and Oil for vehicles & other equipment	44,000	42,000
	44,000	42,000
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Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
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5180 <i>Police Supplies</i>		
Weapon Parts	650	650
Handcuffs, Leg Irons, Chains, Flexcuff, Cuff Keys	2,224	1,865
Batteries, Flashlights, Bulbs, Flares	450	610
Weapon Cleaning Supplies	765	525
Targets & Equipment	620	655
Search Kits	224	188
Vehicle Supplies (first aid, warning kits, cleaning)	1,310	-
Security Duty Gear	1,018	1,932
ERT Equipment	1,990	1,790
	9,251	8,215
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5190 <i>Uniforms-Employees</i>		
Replacement & New Uniforms	30,000	25,000
Medical and Kitchen Uniforms	1,640	500
Transportation Equipment-duty gear, holsters, etc.	3,900	3,000
Academy Uniforms	2,500	-
	38,040	28,500
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5195 <i>Uniforms-Inmates</i>		
Replacement of Uniforms	7,926	8,000
Armbands	3,000	2,000
Shower Shoes	2,500	500
Inmate Workers (Boots, Jackets, Safety Equip.)	458	-
Work Force gear	1,116	-
	15,000	10,500
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5210 <i>Books & Subscriptions</i>		
Reference Materials for all Divisions	250	250
	250	250
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Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
5223 <u>Instructional Supplies</u>		
Ammo	12,975	16,310
Videos-Training	1,000	628
Medical Videos & Books	300	200
Inert & Live Oleoresin Capsicum-Pepper Spray	2,390	1,990
First Aid/CPR Training Materials	2,527	2,872
Baton Training	880	-
Training Red Guns	893	-
Fingerprinting Tools & Search Kits	323	-
Mats	1,432	-
	22,720	22,000
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5230 <u>Other Operational Supplies</u>		
Recordable media	-	100
Face Shields	325	325
Folders for Classification	4,130	3,000
Keys and Key Rings	1,600	600
Latex Gloves	1,950	2,000
Security Search Gloves	2,160	1,000
Drug Test Kits for Work Release	4,543	3,500
Intake Kits (Hygiene, Disciplinary, and Weekender Kits)	15,700	10,395
Razors	5,750	4,600
Property Seals and Packaging	4,136	4,180
Cross match silicone pads	-	300
Printer & Toner Cartridges	7,000	7,000
Electronic Monitoring	-	10,800
	47,294	47,800

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
5232 <u>Other Expenses-All Capital under \$5000</u>		
ACA Re-Accreditation Process	15,000	-
Telephones (New)	900	2,000
Computer Hook-ups, components, cards, etc.	6,000	4,000
Network Maintenance and Repair	1,500	1,500
New Network Router	4,300	-
Cisco 2960 Catalyst switch	-	4,200
Radios--Replacement (10)	3,975	7,950
Radio Batteries	1,400	1,400
Radio Cases	800	800
Landscaping Supplies & Equipment	2,572	3,000
Replacement of of Desks, Chairs, File Cabinets	2,275	2,606
Flags	281	-
	39,003	27,456
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5233 <u>Computers & Printers</u>		
Computer Replacements (replacement -10)	3,600	9,500
Flat Monitors	800	3,000
Laptops	2,220	1,400
Fax Module for Kitchen copier	600	600
Printers (replacement-5)-Network printers	3,800	5,000
Color Printer for classification	199	199
Battery back-ups	480	800
	11,699	20,499
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5234 <u>Software</u>		
Software - Upgrades & Enhancements	6,000	7,000
	6,000	7,000
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5280 <u>Subsistence & Lodging</u>		
Meetings at PRJ (Brd. Meetings, Superintendent Meetings, Hosting Training Classes)	3,300	3,300
Employee Recognition Program	3,000	3,000
	6,300	6,300

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
5290 <u>Convention & Education</u>		
AJA - Correctional Healthcare Conference	-	1,500
Training for Administration Personnel	750	750
VARJ	1,000	1,000
Maintenance Training	1,000	1,000
HR Mgmt Certification Courses	450	450
Advanced ERT Training	600	600
Glock Armorer School	585	200
AJA Management & leadership development courses	1,750	1,750
One-Day Seminars	1,000	1,000
	7,135	8,250
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5350 <u>Criminal Justice Training</u>		
Dues for Year	15,000	11,024
	15,000	11,024
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5600 <u>Dues & Association Memberships</u>		
AJA Dues	300	300
Polygraph examiner's certification	-	200
VARJ	250	750
BJ's Wholesale Club	70	200
ACA Membership	715	420
AICPA & CPA	225	521
GFOA & VGFOA	639	639
NIAIA	50	50
NCCHC	75	75
National Notary	50	90
World At Work	275	210
RCA-Richmond Compensation Association	50	80
IPMA-International Personnel Management Assoc.	100	-
Amazon prime membership	-	79
ACFSA - Food service manager	80	80
	2,879	3,694

Pamunkey Regional Jail
 FY 2015-2016 Adopted Budget

	Adopted FY 14-15	Adopted FY 15-16
8201 <i>Machinery & Equipment (over \$5000)</i>		
Replacement of Security Equipment/Camera & Lens	15,000	26,100
	-	-
	15,000	26,100
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8202 <i>Furniture & Fixtures</i>		
Utility shed to store equipment	-	7,000
	0	7,000
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8205 <i>Motor Vehicles</i>		
Replacement of 1 transportation vehicles	57,473	23,389
	57,473	23,389
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8207 <i>ADP Software</i>		
DASD for AS400-mirrored	6,050	6,500
	-	-
	6,050	6,500
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TOTAL SALARIES, BENEFITS, OT, PART-TIME	8,335,651	8,241,937
TOTAL OTHER OPERATIONAL COSTS	1,787,342	1,654,710
MEDICAL COSTS	606,400	615,052
FOOD COSTS	462,500	410,000
GRAND TOTAL	11,191,893	10,921,699
<i>Represents overall increase in budget</i>		-2.4%