

Blue Ridge Juvenile Detention Commission Meeting
Thursday, January 14, 2021
Via Zoom @ 10:30 AM

- I. Call to Order
- II. Matters from the Public
- III. Meeting Minutes – November 12, 2020 & November 23, 2020
- IV. Old Business
 - Fiscal Agent Relationship Report
- V. New Business
 - November 2020 YTD Unaudited Financial Report
 - Hazard Pay – 3rd Quarter FY21
 - FY22 Draft Budget
- VI. Matters from Director
- VII. Matters from Commission Members
- VIII. Matters from Commission Attorney
- IX. Adjournment

Blue Ridge Juvenile Detention Commission Meeting November 12, 2020

A scheduled meeting of the Blue Ridge Juvenile Detention Commission was held on November 12, 2020 @ 10:30 AM via Zoom.

Members Attending: Doug Walker (County of Albemarle), John Egertson (County of Culpeper), Eric Dahl (County of Fluvanna), Tracey Morris (County of Greene)

Others Attending: Jay Boland, Jeff Brill, Jodi Dillow, Jeff Gore, Cathy Roessler

I. Call to Order

The meeting was called to order by Mr. Egertson, Chairman at 10:30 AM.

II. Matters from the Public

None.

III. Meeting Minutes

A motion was offered by Mr. Dahl and seconded by Mr. Walker to approve the September 10, 2020 Meeting Minutes. The motion was approved by a 3-0 voice call vote. Ms. Morris abstained as she did not attend the September meeting.

IV. Old Business

CARES Funding – There was discussion regarding CARES funding from the localities to help BRJD. It was decided there were not enough expenditures to warrant the pursuit.

V. New Business

- FY20 Year End Audited Financial Report – Mr. Brill presented and refunds to the localities have been calculated. Discussion followed. Mr. Walker offered a motion to distribute the refunds back to the localities as presented. Mr. Dahl seconded the motion. The motion was approved by a 4-0 voice call vote.
- September 2020 YTD Unaudited Financial Report - Mr. Brill presented and discussion followed.
- Hazard Pay – Ms. Roessler presented and discussion followed. A motion was offered by Mr. Walker and seconded by Mr. Dahl to approve hazard pay @ 1.00/hour through December 2020. The motion was approved by a 4-0 voice call vote.

VI. Matters from Director

Ms. Roessler gave an update to the Commission on the following items:

- DCJS COVID Grant – working through some technical issues with reporting but making progress.
- COVID Positive Staff – we had one staff test positive, all others are fine at this point. Working to secure on site testing for residents and possibly staff.
- Hazard Pay – this has improved staff morale and everyone is appreciative.

VII. Matters from Commission Members

Mr. Walker stated that Albemarle is researching the potential for an employer to mandate the COVID vaccine for employees in safety sensitive positions.

There will be a report coming out from the consultant recommending ACRJ transition away from Albemarle for fiscal agent services effective July 2021 and he wanted to make the Commission aware. Cathy will check to see if we received the final report from the consultant regarding BRJD.

VIII. Matters from Commission Attorney

The VA Commission on Youth has been looking at how education is funded for local/regional juvenile detention facilities. There were 11 recommendations and ½ of them are geared towards reducing funding. VJDA does not support this and will be submitting a response.

IX. Adjournment

The meeting adjourned @ 11:27 AM.

Respectfully submitted,
Jodi L. Dillow, Recording Secretary

**Blue Ridge Juvenile Detention Commission Meeting
November 23, 2020**

A special called meeting of the Blue Ridge Juvenile Detention Commission was held on November 23, 2020 @ 1:00 PM via Zoom.

Members Attending: Doug Walker (County of Albemarle), Letitia Shelton (City of Charlottesville), John Egertson (County of Culpeper), Eric Dahl (County of Fluvanna), Mark Taylor (County of Greene)

Others Attending: Jodi Dillow, Jeff Gore, Cathy Roessler

I. Call to Order

The meeting was called to order by Mr. Egertson, Chairman at 1:05 PM.

II. Matters from Commission Members

The Commission members discussed the hiring process for the Executive Director position. All members agreed to have Ms. Roessler coordinate the hiring process which will include:

- Posting of the position on BRJD website, VJDA website, and through distribution to all other Superintendents throughout the Commonwealth
- Collection of all application materials
- Providing application materials to Commission members after closing date
- Arranging interviews for those applicants selected by Commission members

A tentative timeframe was identified for interviews to take place – week of January 11th, 2021.

III. Adjournment

The meeting adjourned @ 1:38 PM.

Respectfully submitted,
Jodi L. Dillow, Recording Secretary

BIRCHbark

STRATEGIC CONSULTING

Overview

Blue Ridge Juvenile Detention (BRJD) has a capacity of 40 beds and serves a population of 160,000 covering the Counties of Albemarle, Culpeper, Fluvanna and Greene, and the City of Charlottesville. Albemarle County serves as BRJD's fiscal agent¹. BIRCHbark was contracted to provide an assessment for discontinuing the use of Albemarle County as the fiscal agent. This includes a review of the human resources (personnel) and/or systems (technology and other) costs that may be required if the functions currently provided by Albemarle County are brought in-house or contracted through Albemarle-Charlottesville Regional Jail (ACRJ).

This report provides an inventory of the current functions conducted by the County on behalf of BRJD along with those functions that will need to be carried out by BRJD in the event it decides to conduct all financial related matters in-house and not through a fiscal agent. Additionally, the report provides a comparative review of 10 other Virginia juvenile detention centers' structures and is provided for context and reference.

For clarification, this report does not provide a recommendation for how BRJD should move forward, but rather, it lays a foundation that can be used to determine the best path forward. This report is not a business process optimization or business process review report. As such, an assumption was made that those working currently in Finance, Human Resources, and Information Technology (IT) for BRJD are working at capacity and therefore any additional work that is required from moving the fiscal agent responsibility in-house would require additional resources. Additionally, this report is not a classification and compensation review for any new positions that are envisioned from the analysis. Any new positions would need to be reviewed by the human resources professional responsible for classifying positions for BRJD.

The decision as to whether BRJD should have a fiscal agent or bring functions in-house cannot be a financial decision alone, as the cost of bringing the appropriate personnel on-board would be greater than the amount BRJD is currently paying to Albemarle County and ACRJ (not including the additional operational cost considerations outlined in this analysis). BRJD will need to carefully plan and consider if there are opportunities to change processes in order to more closely absorb the additional responsibilities.

Analysis of County and ACRJ Services Provided to BRJD

	Services Currently Provided by County	Direct Costs to County*	Services Currently Provided by ACRJ	Direct Costs to ACRJ*	Cost Allocation Plan Figures (Indirect Costs, if County CAP was used)*
Finance/Accounting	x	\$ 74,906	o		\$ 53,844
Business Support (offset Business Manager's Salary) for Board Prep of Financials, Financial Reporting and Budgeting	o		x	\$18,000	
Payroll Processing and Administration	x		o		
VRS Retirement Reconciliation & Processing	x		o		
Health Insurance Administration / FSA	x		o		
457 Administration	x		o		
Non-Voluntary Withholdings	x		o		
1099 and W-2	x		o		
Actuarial Valuation for OPEB	x		o		
Best Practice Advice	x		o		
Audit	x	\$ 5,000	o		\$ 1,623
Depreciation/Fixed Assets	x		o		
General Internal Controls and Security "Audit"	x		o		
Cash Mgt	x		o		
Pooled Cash Investment (\$31,119 for FY 19)	x		o		
Best Practice Advice	x		o		
Grant Mgt	o		o		
Receive funds, code (Blue Ridge), and reconcile	x		o		
DJJ Revenues (checks coded by Blue Ridge)	x		o		
Comp Board	o		o		
Receive funds, code and reconcile	o		o		
Procurement/Purchasing					\$ 5,691
Pcards Administration and Processing (including auditing and reconciliation)					
FY 2019 - 1,354 Transactions totaling \$382,713	x		o		
Purchases Over \$5K, assist with scope development and procurement of goods/services, contract development	x		o		
Best Practice Advice	x		x		
Training	x		o		
Over \$5K; Procurement Signs Contracts	x		o		
Human Resources					
Onboarding - Greenshades Input	x		o		
Comp//Class Studies	o		o		
HR policies/practice advice, as needed	x		o		
IT					\$ -
IT Support (offset IT Manager's Salary)	o		x	18,000	
Cybersecurity/General Support (Financial System), as needed	x		o		
Help Desk/Troubleshoots/Security Certs/ Network Support	o		x		
Password Resets (Kronos and Greenshades only)	x		o		
Website Updates	o		x		
Password Resets (GP or other systems)	o		x		
Budget					
Analysis and Board Approval/Appropriation	x		x		
* FY 2019 Figures Used					
x = service provided; o = service not provided					

Select List of Functions BRJD currently provides in-house (this is not an exhaustive list but a general review of those items where there could be confusion about responsibility between the County and BRJD)

- Finance
 - Liability, building, and workers compensation insurance handled by BRJD through Virginia Risk Sharing Association
- Human Resources
 - BRJD conducts its own pay study and sets pay grades
 - BRJD hires, recruits and onboards for its employees
 - BRJD maintains all personnel files and executes disciplinary actions

Current Cost for Fiscal Agent Services Provided by the County

Two percent of BRJD's operating budget is paid to the County for fiscal agent services (FY 19 was \$74,906 + \$5,000 for Audit) for a total of \$79,906. Additionally, BRJD pays ACRJ \$36,000 for financial and information technology support. This brings the total administrative cost that BRJD pays to outside entities to \$115,906. Furthermore, the County pools its cash investments and in turn achieves a greater return given the magnitude of the investment. A proportional amount of the investment returns is provided back to BRJD, totaling \$31,119 for FY 2019. Netting out the investment income from the cost, BRJD pays \$48,787 for only fiscal agent services from the County.

If the County moves to a Cost Allocation Plan model (that is consistent with some other regional jails' structures but not with the comparative set of juvenile detention centers), the cost would go down for BRJD by \$13,748. The net cost (accounting for investment income) is \$35,039 for fiscal agent services from the County.

See the table below for a visual display of these calculations, including the direct cost to ACRJ which will be a factor in future decision-making.

	2% Budget Model (Current)	Cost Allocation Model (Possible Future)
Cost to County	\$ 74,906	\$ 61,158
Audit Preparation (for Blue Ridge Audit) - Direct Cost	\$ 5,000	\$ 5,000
Direct Cost to ACRJ	\$ 36,000	\$ 36,000
Total Cost	\$ 115,906	\$ 102,158
Net Cost (Accounting for Investment Income)	\$ 84,787	\$ 71,039

Note: While two methodologies are presented here, there are a series of options for consideration. Including, but not limited to the following examples: removal of ACRJ providing services, removal of County providing services, a similar hybrid approach but with additional service-specific modifications, etc.

Future Cost Considerations if Functions Brought In-House

In reviewing the tasks required for BRJD to fulfill the role as their own fiscal agent, this analysis incorporates that a decision regarding the role of ACRJ will also need to be determined. While BRJD may become their own fiscal agent, it may be cost (and risk) prohibitive to do so.

There are three considerations: 1) Staffing, 2) Systems, and 3) Other Non-Personnel Operating Impacts.

1. Staffing

- a. Below are the functions that BRJD will need to absorb through existing staff or by taking portions of each and developing a new position(s). Titles and number of personnel are unknown at this time and would need to be carefully planned out if BRJD determined to bring the fiscal agent role in-house or with ACRJ.
 - i. Financial/Accounting: Trial Balance, Accounts Payable/Accounts Receivable, and overall General Ledger
 - ii. Financial/Payroll: Process Payroll, including paying taxes/withholding, health insurance, VRS retirement (including reconciling) and any other voluntary and involuntary withholdings. This will also include working with Accounting to process 1099s and W-2s during tax season.
 - iii. Human Resources: Process all paperwork for new employees (or changes), insert data into HR system and ensure HR system is up to date and review that it feeds into the payroll system appropriately. Classification and compensation, including annual merit increases and salary surveys, will also need to be incorporated.
 - iv. Information Technology: All of the current IT support is provided by ACRJ. A contract may be required if a change is made to the fiscal agent responsibility.
 - v. Purchasing/Purchase-card administration: General procurement administration (including rules and regulations), general scope of work development, solicitation oversight, and p-card reconciliation.

2. Systems

- a. BRJD will need to acquire a new financial/ERP (enterprise resources planning) system to be able to handle the following: general ledger/financial accounting, fixed assets/depreciation, payroll, purchasing, and human resources functions.
- b. It is unknown how much it would cost for a system to meet BRJD's need.

3. Other Non-Personnel Operating Impacts

- a. Audit Preparation.
 - i. Unsure of stand-alone cost. Currently, BRJD is part of the contract cost for audit preparation as part of the larger Albemarle County contract. Not only will ACRJ need to procure its own audit (unless it can ride the County's contract), but the \$5,000 BRJD currently pays does not include audit requirements that will likely be needed if it becomes a stand-alone entity.
- b. Cash Management/Banking Services.
 - i. Unsure of stand-alone cost. BRJD will need to develop an appropriate banking relationship in order to accept funds from the State and participant jurisdictions. There will be increased service charges for this that the County currently absorbs.
 - ii. It is likely that the investment income will be reduced given that the investment pool will be considerably smaller if it becomes a stand-alone entity.

- c. Purchase Card.
 - i. The County currently receives a 1.78% rebate for all p-card transactions, which is not passed along to BRJD. BRJD will need to work with a purchase card provider to determine the cost of the program and collect any associated rebates.
- d. Grant Management.
 - i. It is unclear if funds for all grants can go directly to BRJD. This may be an area where BRJD will continue to contract with the County (or another governmental entity) to provide this service. Crater Youth Commission is able to funnel these funds through their governing Commission, which may be an option to BRJD.
- e. Cybersecurity Plan and Oversight.
 - i. Unsure of stand-alone cost. With responsibility over financial systems, including payroll, a cybersecurity plan will need to be developed and funded to incorporate these services.
- f. Health Benefits Pool.
 - i. Unsure of the cost to BRJD if it were to leave the Albemarle County pool and unsure of the willingness to continue to remain in pool if the fiscal agent relationship changed.
- g. Legal Costs.
 - i. Additional legal costs will need to be assumed given the regulatory role (financial, payroll and purchasing) that BRJD will now assume.

Comparative Review

INTRODUCTION

Blue Ridge Juvenile Detention requested information about the administrative structure of 10 of their counterparts throughout the Commonwealth of Virginia.

To summarize findings:

1. All Superintendents interviewed were satisfied with their current situation, although the administrative staffing levels vary widely.
2. Most Superintendents were involved in budget preparation and human resources functions.
3. Most of the juvenile detention centers used the in-house model.
4. Only one of the four juvenile detention centers that has a fiscal agent pays for their services.

COMPARATIVE INFORMATION

Crater Youth Care Commission

Crater Youth Care Commission does not have a fiscal agent. They do most administrative work in-house, but they share a budget analyst with the Prince George County jail. The Executive Director finds it challenging to prepare a budget and present it to the Commission. They have one business manager who does human resources work, an accounting clerk and they hold a contract for their IT needs.

James River Juvenile Detention Center

James River Juvenile Detention Center uses Henrico County as their fiscal agent, although they do not pay for this service (they are treated like a department of the County). The County supports them with their budget, finance, purchasing, purchase card, human resources and IT.

They never considered moving away from the fiscal agent model because it works well for them. However, about one year ago, when they were the subject of a lawsuit, there was some talk by the County that perhaps they should distance themselves from the Detention Center. Recently, those talks have died out.

They have an unofficial budget supervisor that does HR work in house and an office specialist that pays bills, sets up contracts, and performs human resource actions.

Merrimac Center

The Merrimac Center uses James City County as their fiscal agent. They are generally happy with the arrangement and do not plan to move administrative duties in-house. They have one administrative services employee who does finance tasks and payroll calculations, the director prepares the budget, and the deputy director and director share human resources tasks.

New River Valley Juvenile Detention Home

New River Valley Juvenile Detention Home does all of their own administrative work. They once discussed using Montgomery County as a fiscal agent, but they found that the benefit would not outweigh losing control of their organization. New River employs one person to do HR and finance, the Director does IT and they have a contract for more complex IT tasks.

Northern Virginia Juvenile Detention Center

The Northern Virginia Juvenile Detention Center conducts all administrative duties in house, except they contract out for IT services. The Executive Director is quite happy with the current arrangement and has never considered getting a fiscal agent. They employ two people to do HR work and have one accounting manager.

Northwestern Regional Juvenile Detention Center

Northwestern Regional Juvenile Detention Center uses the City of Winchester as their fiscal agent. They do not pay the City; they are treated like a department of the City. The City oversees the budget, does all human resources activities, pays bills and executes large procurements. Northwestern Regional does not have any staff doing budgeting or HR, but they have an IT contract.

The Superintendent does not consider moving administrative duties in house to be a viable option since they do not have the space to hire a business manager or the other staff that would be needed. She finds the most challenging thing about having a fiscal agent is that she cannot discipline her employees as swiftly as she would like; sometimes it can take weeks to get approval from the City on a disciplinary action. She also finds that sometimes it can be hard to know which attorney to consult—the City's attorney or the attorney that works for the Commission that oversees the Detention Center.

Highlands Juvenile Detention Center

Highlands Juvenile Detention Center performs all administrative duties in-house. The Superintendent has not considered utilizing a fiscal agent. Highlands has two finance staff who pay bills and do payroll, one part-time staff who helps with insurance and the retirement system. They have a part-time person who is called to perform IT tasks on an as needed basis. For human resources tasks, all the aforementioned staff, including the Superintendent, perform them.

Piedmont Regional Juvenile Detention Center

Piedmont Regional Juvenile Detention Center uses Nottoway County as its fiscal agent. The County signs all the checks, negotiates insurance on behalf of all the employees and performs payroll. Piedmont Regional performs their own HR tasks and receives IT services from the Nottoway County School System. They do not pay the fiscal agent for their services and have never considered moving away from the fiscal agent model. The Superintendent likes having a system of checks and balances when paying bills; she wishes the County provided HR support as well. Piedmont Regional has two human resources staff, an office manager and a Superintendent who prepares the budget.

Rappahannock Juvenile Center

Rappahannock Juvenile Center does not have a fiscal agent, they do all administrative tasks in house and the Superintendent believes that none of the seven localities they serve are interested in becoming their fiscal agent. The Superintendent is satisfied with the current model since it gives her more control of budget and HR. It is also important to her to keep her files the way the Office of Juvenile Justice (OJJ) wants them, in order to facilitate their audits and yearly financial audits. If one of their localities was a fiscal agent, files would be off site and would not be organized according to OJJ guidelines. Rappahannock has one human resource staff, one finance manager, a fiscal technician, a payroll clerk, and one IT staffer who oversees their IT contract for major tasks.

Roanoke Valley Juvenile Detention Center

Roanoke Valley Juvenile Detention Center currently does all administrative tasks in-house, but 20 years ago when the facility was being built, Roanoke City was their fiscal agent. They switched to make things more streamlined and less bureaucratic. Personnel policies at the Detention Center were in conflict with the City's personnel practices and the fiscal agent could not support swift disciplinary actions. Under the new structure, Roanoke Valley hired a business manager and with the superintendent, they do all the human resources and most of the IT, along with two administrative staff who help with payroll, billing, and HR documentation. Roanoke Valley also has an outside IT firm for major tasks.

Blue Ridge Comparison Chart

Name of Authority	Blue Ridge Juvenile Detention	Crater Youth Commission	Roanoke Valley Juvenile Detention Center	Piedmont Regional Juvenile Detention Center	Northwestern Regional Juvenile Detention Center	Northern Virginia Juvenile Detention Center	New River Valley Juvenile Detention Home	James River Juvenile Detention Center	Highlands Juvenile Detention Center	Merrimac Center	Rappahannock Juvenile Center
In House or Fiscal Agent	Albemarle County	In-House	In-House	Nottoway County	City of Winchester	In-House	In-House	Henrico County	In-House	James City County	In-House
Fiscal Agent's Services	AP/AR, Payroll, Benefits Administration, Check Processing, Procurement	N/A	N/A	Backup on financial matters. Must also sign checks	Payroll, HR, Large Procurements	N/A	N/A	Budget, HR, IT	N/A	Payroll, Benefits, Check Processing	N/A
Payment to fiscal agent	2% Budget (\$74,906)	N/A	N/A	None	None	N/A	N/A	None	N/A	\$27,000	N/A
Staff	1 Business Office Manager \$36,000 to ACRI for IT and Financial Support	1 HR 1 Accounting Clerk IT contract	Business Manager 2 Administrative staff IT firm for major needs	2 HR staff 1 Office Manager IT is provided by Nottoway Schools	IT contract 0 HR and Budget staff	1 Accounting Manager 2 HR personnel IT contract	Director has IT responsibilities 1 HR/Finance staff Contract for major IT needs	2 Budget/HR staff	2 Finance staff 1 part-time HR staff (insurance and retirement) 1 part-time IT staff on call	1 Finance staff 1 IT staff	1 HR 1 Finance Manager 1 Fiscal Tech 1 Payroll Clerk 1 IT staff and contract for major IT needs
Number of Beds	40	22	81 but only 40 filled	20	32	70	24	60	35	48	80
Population Served	160,000	156,000	305,000	90,000	196,500	391,000	166,000	381,000	293,000	478,000	422,000

¹ According to the Code of Virginia, § 53.1-109.1. Handling of funds for regional jail or jail farm; county or city treasurer or director of finance as fiscal agent.

Any regional jail or jail farm constituted pursuant to the provisions of this article may appoint as its fiscal agent the treasurer of a county or city which is a member of the board of the jail or jail farm, or in a member jurisdiction where there is no treasurer, the director of finance. No treasurer or director of finance shall be appointed fiscal agent without their concurrence. In the event such treasurer or director of finance is appointed, all disbursements on behalf of the jail or jail farm shall be by warrant signed by the chairman of the board of the jail or jail farm or his designee and countersigned by such treasurer or director of finance as fiscal agent. For his services as fiscal agent, a treasurer or director of finance thus appointed may be paid such salary supplement and reimbursed such expenses as may be agreed upon by the board of the jail or jail farm and the treasurer or director of finance. Such salary supplement and expenses shall be borne exclusively by the regional jail or jail farm and not by the Compensation Board.

BLUE RIDGE JUVENILE DETENTION COMMISSION

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> November 2020, YTD Unaudited Financial Report	<u>AGENDA DATE:</u> January 14, 2021
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>FORMAL AGENDA:</u> <u>INFORMATION:</u> XXX <u>ACTION:</u> Yes
<u>STAFF CONTACTS:</u> Roessler, Brill	<u>ATTACHMENTS:</u> Yes
	<u>REVIEWED BY:</u>

BACKGROUND

Total Compensation is estimated to be under budget \$284,531:

- Salaries are estimated to be under budget \$319,319 due to vacancy savings.
- Overtime Wages / Holiday Pay is over budget in the amount of \$63,000 however, most of this amount is Holiday Pay as Overtime Wages currently totals less than \$1,000.
- FICA and VRS are estimated to be under budget \$13,508 and \$27,786 respectively.
- Health insurance is estimated to be under budget \$27,871.

Total Expenditures is estimated to be under budget \$281,830.

Revenues is estimated to be under budget \$23,401:

- Interest income is estimated to come in under budget \$23,401

Total Net Income is estimated to be over budget \$258,429.

Recommendations: None at this time.

**Blue Ridge Juvenile Detention
Detailed Financial Report
November 30, 2020 YTD Unaudited**

	G	H	K	L	M	U	V	W	X
		2021 Budget	Sep-20	Oct-20	Nov-20	YTD	Percent of Budget as of Nov 2020 = 42%	June 2020 Extrapolation	Variance
1	OBJECT DESCRIPTION:								
2	Total Combined Compensation:								
3	Salaries	2,251,000	162,026	168,670	155,799	825,681	36.68%	1,931,681	(319,319)
4	Overtime Wages/Holiday Pay	12,000	30	4,643	5,086	21,277	177.31%	75,000	63,000
5	Part-time Wages	10,000	750	750	600	3,300	33.00%	8,200	(1,800)
6	Hazardous Pay		10,862	5,440	6,059	22,361	#DIV/0!	30,000	30,000
7	Accrd ann. leave/sick leave accrual		0	0	0	0	#DIV/0!		0
8	FICA 7.65%	172,967	12,896	13,656	13,530	68,459	39.58%	159,459	(13,508)
9	VRS 6.5%	134,835	8,613	8,934	8,440	44,049	32.67%	107,049	(27,786)
10	VLTD - program	3,000	236	268	253	1,321	44.03%	3,000	0
11	VRS Hybrid	7,000	774	838	806	4,209	60.13%	8,000	1,000
12	Early Retirement		690	690	690	7,050	#DIV/0!	7,050	7,050
13	Health insurance \$7794 per emp	310,000	22,074	22,198	24,253	114,129	36.82%	282,129	(27,871)
14	Dental insurance	11,280	720	720	740	3,700	32.80%	8,950	(2,330)
15	HSA contribution	15,000	736	736	2,208	5,336	35.57%	12,000	(3,000)
16	VRS group life 1.19%	30,458	2,099	2,188	2,068	10,795	35.44%	26,195	(4,263)
17	Group/Life Part Time		0	0	0	0	#DIV/0!		0
18	Unemployment Insurance	5,000	0	0	0	0	0.00%	5,000	0
19	Workers' Compensation	31,930	6,389	1,323	0	14,101	44.16%	31,930	0
20	Other Benefits	2,000	0	0	0	0	0.00%	2,000	0
21	Leave Payouts		0	0	6,146	6,146	#DIV/0!	6,146	6,146
22	Clothing Allow.					8,150	#DIV/0!	8,150	8,150
23	Moving Expenses		0	0	0	0	#DIV/0!	0	0
24	Total Rewards				225	225		225	
25	Employee Physicals	3,000	0	364	0	728	24.27%	3,000	0
26	Total Compensation	\$2,999,470	\$228,895	\$231,418	\$226,903	\$1,161,017	38.71%	\$2,715,164	(\$284,531)
27									
28	Total Combined Operating Expenditures:								
29	Professional Services	12,000	442	95	20	657	5.48%	12,000	0
30	Health Services	20,000	0	2,100	1,050	4,314	21.57%	20,000	0
31	Wellness Fund	5,000	20	60	760	1,240	24.80%	5,000	0
32	Prof Services - Legal	25,000	2,000	2,000	2,000	8,000	32.00%	25,000	0
33	Prof Services - Audit	5,000	0	0	0	0	0.00%	5,000	0
34	Contract Services COVID		0	0	0	0	#DIV/0!		0
35	R&M Buildings	46,500	411	11,092	2,644	14,272	30.69%	46,500	0
36	R&M - Vehicles	900	0	0	0	0	0.00%	900	0
37	COA IT	2,701					0.00%	2,701	0
38	Maint Contract - Equip	108,150	17,262	17,262	8,602	53,049	49.05%	108,150	0
39	Tech Maint/Repla/Licensing		0	2,701	0	2,701	#DIV/0!	2,701	2,701
40	Maint Contract - Buildings Grounds	15,000	695	1,548	780	8,417	56.11%	15,000	0
41	Printing & Binding	1,000	0	0	0	0	0.00%	1,000	0
42	Advertising	1,000	0	0	345	345	34.50%	1,000	0

Blue Ridge Juvenile Detention
Detailed Financial Report
November 30, 2020 YTD Unaudited

	G	H	K	L	M	U	V	W	X
1	OBJECT DESCRIPTION:	2021 Budget	Sep-20	Oct-20	Nov-20	YTD	Percent of Budget as of Nov 2020 = 42%	June 2020 Extrapolation	Variance
43	Contract - Refuse	2,000	608	0	319	1,245	62.25%	2,000	0
44	Contract - Fiscal Agent	77,023	0	19,198	0	38,511	50.00%	77,023	0
45	Data processing	30,000	152	208	2,915	15,069	50.23%	30,000	0
46	Electrical Service	67,000	5,250	5,150	4,348	25,710	38.37%	67,000	0
47	Gas Service	14,000	496	538	848	3,036	21.69%	14,000	0
48	Water & Sewer	11,000	0	843	934	3,731	33.92%	11,000	0
49	Postal Services	1,300	26	0	12	38	2.92%	1,300	0
50	Telecommunications	30,000	984	1,981	1,725	8,003	26.68%	30,000	0
51	Property/Auto Insurance	34,000	7,739	1,603	0	18,135	53.34%	34,000	0
52	Travel / Meals / Training COVID		0	0	0	0	#DIV/0!		0
53	Training	5,500	149	318	59	735	13.36%	5,500	0
54	Travel - Subsistence	8,500	0	92	0	92	1.08%	8,500	0
55	Curry School Grant	5,000	0	0	0	0	0.00%	5,000	0
56	Miscellaneous	1,000	0	66	0	156	15.60%	1,000	0
57	Dues & Memberships	1,200	0	219	0	294	24.50%	1,200	0
58	Employee Recognition	5,500	21	24	99	403	7.33%	5,500	0
59	Hygiene Supplies	3,500	0	0	0	0	0.00%	3,500	0
60	Office Supplies	7,500	140	206	495	1,567	20.89%	7,500	0
61	Food Supplies	125,000	5,545	12,149	5,788	34,946	27.96%	125,000	0
62	Expenses ACRJ & BRJD	36,000	0	9,000	0	18,000	50.00%	36,000	0
63	Meals for Meetings	2,300	43	69	20	132	5.74%	2,300	0
64	Agricultural	3,500	0	0	0	77	2.20%	3,500	0
65	Medical & Pharmaceutical	8,000	200	1,205	1,149	4,142	51.78%	8,000	0
66	Laundry & Janitorial Supplies	20,000	471	823	917	3,394	16.97%	20,000	0
67	Linen Supplies	2,000	0	0	0	0	0.00%	2,000	0
68	Uniforms - Resident	6,000	0	335	0	416	6.93%	6,000	0
69	R&M Supplies	13,000	740	3,292	246	5,451	41.93%	13,000	0
70	Vehicle & Equip Fuel	2,000	310	19	52	381	19.05%	2,000	0
71	Vehicle & Equip Supplies	2,000	2,141	0	28	2,169	108.45%	2,000	0
72	Security Supplies	3,000	0	0	299	613	20.43%	3,000	0
73	Uniforms - Staff	7,000	173	0	225	598	8.54%	7,000	0
74	Books & Subscriptions	2,000	0	0	0	0	0.00%	2,000	0
75	Resident Education	15,000	210	0	417	687	4.58%	15,000	0
76	Recreation Supplies & Equipment	5,000	197	512	184	1,526	30.52%	5,000	0
77	Materials & Supplies COVID		2,929	4,987	1,014	18,105	#DIV/0!		0
78	Other Operating Supplies	800	0	0	0	0	0.00%	800	0
79	Copy Supplies	600	0	0	0	0	0.00%	600	0
80	Total Operating Expenditures	\$799,474	\$49,354	\$99,695	\$38,294	\$300,357	37.57%	\$802,175	\$2,701

**Blue Ridge Juvenile Detention
Detailed Financial Report
November 30, 2020 YTD Unaudited**

	G	H	K	L	M	U	V	W	X
1	OBJECT DESCRIPTION:	2021 Budget	Sep-20	Oct-20	Nov-20	YTD	Percent of Budget as of Nov 2020 = 42%	June 2020 Extrapolation	Variance
81									
82	Total Combined Operating Capital:								
83	Machinery & Equip - New	0	0	0	0	0	#DIV/0!	0	0
84	M&E - Replacement	20,000	0	0	0	2,020	10.10%	20,000	0
85	Furniture & Fixtures - New	0	0	0	0	0	#DIV/0!	0	0
86	F&F - Replacement	20,000	0	0	218	218	1.09%	20,000	0
87	Communications Equip - New	0	0	0	0	0	#DIV/0!	0	0
88	Communications Equip - Replacement	0	0	0	0	0	#DIV/0!	0	0
89	Vehicles and Equip COVID		0	0	0	0	#DIV/0!	0	0
90	Motor Vehicles	0	0	0	0	0	#DIV/0!	0	0
93	ADP Equipment - New	0	0	0	0	0	#DIV/0!	0	0
94	ADP Equipment - Replacement	5,000	0	0	0	0	0.00%	5,000	0
95	Software Upgrade	0	0	0	0	0	#DIV/0!	0	0
96	Lease/Rent Equip.	7,000	0	232	0	648	9.26%	7,000	0
97	Fund Transfers	0	0	0	0	0	#DIV/0!	0	0
98	Total Operating Capital	\$52,000	\$0	\$232	\$218	\$2,886	5.55%	\$52,000	\$0
99									
100	Total Expenditures	\$3,850,944	\$278,249	\$331,345	\$265,415	\$1,464,260	38.02%	\$3,569,339	(\$281,830)

**Blue Ridge Juvenile Detention
Detailed Financial Report
November 30, 2020 YTD Unaudited**

	G	H	K	L	M	U	V	W	X
1	OBJECT DESCRIPTION:	2021 Budget	Sep-20	Oct-20	Nov-20	YTD	Percent of Budget as of Nov 2020 = 42%	June 2020 Extrapolation	Variance
101									
102			\$278,726	\$331,345	\$265,415	\$1,464,260			
103	Operating Revenues:								
104	Interest	25,000				946	3.78%	1,000	(24,000)
108	Other jurisdictions					0	#DIV/0!		0
109	Salvage Surplus					0	#DIV/0!		0
110	Albemarle County	444,328	37,027	37,027	37,027	185,135	41.67%	444,328	0
111	Charlottesville	576,880	48,073	48,073	48,073	240,365	41.67%	576,880	0
112	Culpeper new 7-1-07	492,868	41,072	41,072	41,072	205,360	41.67%	492,868	0
113	Fluvanna County	160,556	13,378	13,378	13,378	66,890	41.66%	160,556	0
114	Greene County	192,293	16,024	16,024	16,024	80,120	41.67%	192,293	0
115	Phone System	5,000		879	259	1,494	29.88%	5,000	0
116	Region Ten	10,000				0	0.00%	10,000	0
117	Garden Funds					0	#DIV/0!		0
118	Miscellaneous		128			299	#DIV/0!	299	299
119	Recovered Cost - Compensation	27,850				0	0.00%	27,850	0
120	Insurance Recoveries					0	#DIV/0!		0
122	State Per Diem			300		300	#DIV/0!	300	300
123	DJJ Block Grant	901,169		230,751		456,043	50.61%	901,169	0
124	CPP / Other DJJ Programs	975,000		215,755	5,250	455,085	46.68%	975,000	0
125	Mis state Revenue					0	#DIV/0!		0
126	DCJS Grant					0	#DIV/0!		0
129	US Dept. of Agriculture	40,000		6,933		6,933	17.33%	40,000	0
133	Subtotal Operating Revenues	\$3,850,944	\$155,702	\$610,192	\$161,083	\$1,698,970	44.12%	\$3,827,543	(\$23,401)
134	Excess of Oper Revs > Expenditures	\$0	(\$122,547)	\$278,847	(\$104,332)	\$234,710		\$258,204	\$258,429

BRJD Census Data

FY 20	<u>Albemarle</u>	<u>Cville</u>	<u>Culpeper</u>	<u>Fluvanna</u>	<u>Greene</u>	<u>Other</u>	<u>CPP</u>	
Jul-19	81	66	66	14	11		353	591
Aug-19	83	27	6	0	10		346	472
Sep-19	95	19	15	0	38		369	536
Oct-19	56	110	29	0	78		363	636
Nov-19	30	122	31	18	46		360	607
Dec-19	39	81	53	28	31		342	574
TOTAL	384	425	200	60	214	0	2133	3416
ADP	2.1	2.3	1.1	0.3	1.2	0.0	11.6	18.6
Percent	11.2%	12.4%	5.9%	1.8%	6.3%	0.0%	62.4%	100%
Local Share	29.9%	33.1%	15.6%	4.7%	16.7%	N/A	N/A	100%

FY 21	<u>Albemarle</u>	<u>Cville</u>	<u>Culpeper</u>	<u>Fluvanna</u>	<u>Greene</u>	<u>Other</u>	<u>CPP</u>	
Jul-20	33	44	62	31	31		264	465
Aug-20	37	38	36	6	31		164	312
Sep-20	57	26	2	3	30		130	248
Oct-20	72	79	0	0	0		159	310
Nov-20	9	133	8	0	0		150	300
Dec-20	1	197	21	17	28		146	410
TOTAL	209	517	129	57	120	0	1013	2045
ADP	1.1	2.8	0.7	0.3	0.7	0.0	5.5	11.1
Percent	10.2%	25.3%	6.3%	2.8%	5.9%	0.0%	49.5%	100%
Local Share	20.3%	50.1%	12.5%	5.5%	11.6%	N/A	N/A	100%

BLUE RIDGE JUVENILE DETENTION COMMISSION

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Hazard Pay – 3rd Quarter FY21	<u>AGENDA DATE:</u> January 14, 2021
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>FORMAL AGENDA:</u> <u>INFORMATION:</u> Yes <u>ACTION:</u> Yes
<u>STAFF CONTACTS:</u> Roessler, Brill	<u>ATTACHMENTS:</u> No
	<u>REVIEWED BY:</u>

BACKGROUND

On June 11, 2020 the Commission approved hazardous pay for BRJD personnel for the months of April, May, and June, at a rate of \$3 per hour for all hours worked on site, and which totaled approximately \$56,828. The cost of the hazard pay was an unbudgeted expense and was offset by BRJD's ample FY20 vacancy savings.

On September 10, 2020 the Commission approved hazardous pay for BRJD personnel for the months of July, August, and September at a rate of \$1 per hour for all hours worked on site, and which totaled approximately \$18,005. The cost of the hazard pay was an unbudgeted expense and was offset by BRJD's forecasted FY21 vacancy savings.

On November 12, 2020 the Commission approved hazardous pay for BRJD personnel for the months of October, November, and December at a rate of \$1 per hour for all hours worked on site, and which totaled approximately \$18,090. The cost of the hazard pay was an unbudgeted expense and was offset by BRJD's forecasted FY21 vacancy savings.

Due to the continued negative forecast for COVID-19, I am requesting that hazard pay be approved for all BRJD personnel, with the exception of the Director, for the months of January, February, and March, 2021, at a rate of \$1 per hour for all hours worked on site. Taking into account current vacancies, the cost is estimated to total less than \$20,000. Previous requests for hazard pay were in line with ACRJ. It is my understanding that ACRJ is not currently providing hazard pay. However, both ACRJ employees and DJJ employees recently received a \$500 bonus pursuant to Budget Amendment HB5005, Item 477 #1h, which BRJD employees were not eligible for (despite serving a portion of DJJ's population).

The justification for continued hazard pay is due to the continued and increased risk BRJD personnel face as essential public safety employees. During the last quarter, BRJD has had several staff-positive COVID cases and was fortunate to avoid a positive diagnosis amongst residents. In addition, there have been multiple occurrences in which staff have had to quarantine at home due to having close contact with a person who tested positive, or due to experiencing symptoms of their own that prompted them to pursue a COVID test. These occurrences require our remaining staff to provide coverage for those who are absent and understandably increase everyone's stress/anxiety. In addition, there is currently no routine testing for BRJD personnel or residents, therefore staff must contend with the unknown when working with each other and when conducting the intake/quarantine process with new residents.

Like many other employers, BRJD has instituted multiple protocols and procedures to mitigate our level of risk. However, many other governmental entities possess an even greater ability to mitigate risk by allowing their employees to work from home, which thereby eliminates or greatly reduces staff exposure to the public and each

other. BRJD employees do not have this option. Detention staff are required to continue to work closely with residents, members of the public, and each other, all of whom could possibly expose them to COVID-19. Unlike the inherent risks associated with working in a correctional environment that are typically limited to impacting only the essential personnel, the COVID-19 virus extends those health risks to their families which is above and beyond normal expectations.

RECOMMENDATION:

The Director recommends that the Commission approve the request for continued hazard pay for BRJD personnel, at the rate of \$1.00 per hour, for the months of January, February, and March, 2021. As mentioned above, the total cost is estimated to be less than \$20,000 and it is anticipated that FY21 vacancy savings will absorb this cost.

BLUE RIDGE JUVENILE DETENTION COMMISSION

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Proposed Budget for FY22	<u>AGENDA DATE:</u> January 14, 2021
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>FORMAL AGENDA:</u> <u>INFORMATION:</u> XXX <u>ACTION:</u> Yes
<u>STAFF CONTACTS:</u> Roessler, Brill	<u>ATTACHMENTS:</u> Yes
	<u>REVIEWED BY:</u>

The total operating budget for FY22 is **\$3,847,391** which reflects an operational decrease of (.09%) or (\$3,553) from FY21.

Total Combined Compensation of \$3,016,095 reflects a decrease of .55% primarily due to:

- Wages decreased (\$119,282) and Overtime/Holiday Pay increased \$80,000 due to reclassification between the two accounts per Albemarle County.
- Health Insurance increased \$58,000.
- VRS Hybrid increased \$5,000 and HSA decreased \$5,000.

Total Combined Operating Expenditures of \$799,296 reflects a decrease of .02% primarily due to:

- Professional fees increased \$5,000 due to mental health clinical supervision.
- Professional Services Legal increased by \$5,000 due to Hefty, Wiley, Gore increase.
- Maintenance Contract Equipment increased \$9,686 due to Johnson Controls and CTSI increases.
- Fiscal Agent Fee decreased \$1,564 based on current formula.

Operating Capital of \$32,000 reflects a decrease of 38.5% (\$20,000):

- Operating capital consists of cameras and living unit furniture.

Operating Revenues reflects a decrease of (.09%) or (\$3,553).

Operating Budget Table

Locality	FY 21 Budget	FY 22 Budget	Increased/(Decreased)
Albemarle County	444,328	535,234	90,906
City of Charlottesville	576,880	576,565	(315)
Culpeper County	492,868	537,301	44,433
Fluvanna County	160,556	173,589	13,033
Greene County	192,293	243,852	51,559
Total	\$1,866,925	\$2,066,541	\$199,616

Recommendations: DJJ has not yet confirmed the FY22 Block Grant amount therefore the Director recommends delaying the adoption of this budget to the March 11, 2021 meeting.

Blue Ridge Juvenile Detention FY 22 Operating Budget

	A	I	J	K	L	M	N	O	P
1	OBJECT DESCRIPTION:	Final FY 18 Actual	Final FY19 Actual	Final FY 20 Actual	FY 21 Final Budget	FY 21 Actual through Nov	FY 22 Preliminary Budget	Variance	Percentage of Change
2	Total Combined Compensation:								
3	Salaries 47	2,030,366	2,065,892	2,029,776	2,251,000	669,882	2,131,718	(119,282)	-5.30%
4	Overtime wages/Holiday Pay			75,616	12,000	16,191	92,000	80,000	666.67%
5	Part-time wages	4,800	6,750	8,550	10,000	2,700	10,000	0	0.00%
6	Annual leave/Sick Leave	824	(23,318)	(9,218)				0	#DIV/0!
7	Hazardous Pay			56,829		16,302		0	#DIV/0!
8	FICA 7.65% (no change)	150,033	154,068	159,475	172,967	54,929	170,878	(2,088)	-1.21%
9	VRS 10.99% 5.99% employer	88,764	86,712	83,173	134,835	35,609	133,201	(1,634)	-1.21%
10	Health insurance \$8541 emp	309,993	324,253	288,972	310,000	89,876	368,000	58,000	18.71%
11	Dental insurance \$240*47	9,040	9,322	9,212	11,280	2,960	12,000	720	6.38%
12	VRS group life 1.34%	26,297	26,441	25,915	30,458	8,727	29,798	(660)	-2.17%
13	VRS Hybrid	6,386	6,944	8,617	7,000	3,403	12,000	5,000	71.43%
14	HSA Health	14,420	12,972	8,620	15,000	3,128	10,000	(5,000)	-33.33%
15	Early retirement VREP	1,055	0	0	0	6,360		0	#DIV/0!
16	VLTD-Program	2,627	3,112	2,953	3,000	1,068	3,500	500	16.67%
18	Unemployment insurance	1,723	0	5,788	5,000	0	5,000	0	0.00%
19	Clothing allow		3,520			8,150		0	#DIV/0!
20	Workers' compensation	28,976	26,828	30,482	31,930	14,101	35,000	3,070	9.61%
21	Other Benefits				2,000			(2,000)	-100.00%
23	Employee physicals			2,056	3,000	728	3,000	0	0.00%
24	Total Compensation	\$2,675,304	\$2,703,496	\$2,786,816	\$2,999,470	\$934,114	\$3,016,095	\$16,625	0.55%
25									
26	Total Combined Operating Expenditures:								
27	Professional Services	12,968	2,225	11,829	12,000	637	17,000	5,000	41.67%
28	Health services	9,600	13,071	16,921	20,000	3,264	20,000	0	0.00%
29	Wellness Fund	3,820	3,964	3,436	5,000	480	5,000	0	0.00%
30	Prof services - legal	18,000	24,000	24,000	25,000	6,000	30,000	5,000	20.00%
32	Prof services - audit	4,680	10,470	5,009	5,000		6,000	1,000	20.00%
35	Contract Covid			4,900				0	#DIV/0!
36	R&M Buildings	33,008	48,905	33,543	46,500	11,628	40,000	(6,500)	-13.98%
37	R&M - vehicles	225	0		900		900	0	0.00%
38	Maint contract - equip	90,960	97,076	101,421	108,150	44,447	117,836	9,686	8.96%
39	COA IT programs				2,701	2,701	2,701	0	0.00%
40	Maint contract - buildings & Grounds	7,452	13,049	13,223	15,000	7,637	15,000	0	0.00%
41	Printing & Binding	0	1,456	1,007	1,000		1,000	0	0.00%
42	Advertising	610	0	629	1,000		1,000	0	0.00%
43	Employee physicals	1,357	4,201	0	0		0	0	#DIV/0!
44	Other purchased services			0	0		0	0	#DIV/0!
45	Contract - refuse	1,948	1,995	1,912	2,000	926	2,000	0	0.00%

Blue Ridge Juvenile Detention FY 22 Operating Budget

	A	I	J	K	L	M	N	O	P
46	Contract - fiscal agent 2% of budget	75,197	73,936	75,430	77,023	38,511	75,459	(1,564)	-2.03%
47	Data processing	20,060	27,444	21,709	30,000	12,154	30,000	0	0.00%
48	Electrical service	64,051	55,523	59,252	67,000	21,362	60,000	(7,000)	-10.45%
49	Gas service	11,852	14,182	12,309	14,000	2,188	14,000	0	0.00%
50	Water & sewer	10,274	8,441	11,507	11,000	2,797	11,000	0	0.00%
51	Postal services	260	1,254	16	1,300	26	1,300	0	0.00%
52	Telecommunications	24,089	18,598	23,334	30,000	6,278	30,000	0	0.00%
53	Liability insurance	24,878	29,189	29,895	34,000	18,135	34,000	0	0.00%
56	Training	5,514	3,897	3,381	5,500	676	5,500	0	0.00%
57	Travel - subsistence	5,927	6,881	5,848	8,500	92	5,000	(3,500)	-41.18%
59	Curry School Granr Exp.	5,000	5,000	2,500	5,000		5,000	0	0.00%
60	Miscellaneous	990	514	326	1,000	156	1,000	0	0.00%
61	Dues & memberships	1,020	1,078	1,260	1,200	294	1,200	0	0.00%
62	Employee Incentives		5,087	2,384	5,500	304	5,500	0	0.00%
63	Personal Supplies (hygiene)	3,095	1,973	2,992	3,500		3,500	0	0.00%
64	Office supplies	7,976	6,932	7,206	7,500	1,072	7,500	0	0.00%
65	Food supplies	124,457	110,765	137,167	125,000	29,158	125,000	0	0.00%
66	Expenses ACRJ & BRJD	36,000	36,000	36,000	36,000	18,000	36,000	0	0.00%
67	Meals for Meetings	2,106	1,946	921	2,300	112	2,000	(300)	-13.04%
68	Garden	95	1,581	1,863	3,500	77	2,500	(1,000)	-28.57%
69	Medical & Pharmaceutical	7,623	5,892	8,220	8,000	2,993	8,000	0	0.00%
70	Laundry & janitorial supplies	15,110	12,981	17,347	20,000	2,477	20,000	0	0.00%
71	Linen supplies	215	847	1,349	2,000		2,000	0	0.00%
72	Uniforms - detainee	5,142	5,559	6,874	6,000	416	6,000	0	0.00%
73	R&M supplies	10,841	11,489	10,489	13,000	5,205	12,000	(1,000)	-7.69%
74	Vehicle & equip fuel	1,978	2,970	2,990	2,000	329	2,000	0	0.00%
75	Vehicle & equip supplies	1,672	1,169	3,000	2,000	2,141	2,000	0	0.00%
76	Security supplies	2,819	2,776	1,950	3,000	314	3,000	0	0.00%
77	Uniforms & apparel	5,229	3,178	6,934	7,000	373	7,000	0	0.00%
78	Books & subscriptions	1,950	1,948	379	2,000		2,000	0	0.00%
79	Resident Education	13,432	11,660	14,887	15,000	270	15,000	0	0.00%
80	Recreation Supplies & Equipment	4,966	5,044	4,884	5,000	1,342	5,000	0	0.00%
81	Covid Materials			6,149		17,091		0	#DIV/0!
82	Other operating supplies	664	0	316	800		800	0	0.00%
83	Copy supplies	714	49		600		600	0	0.00%
86	Total Operating Expenditures	\$679,824	\$696,195	\$738,898	\$799,474	\$262,063	\$799,296	(\$178)	-0.02%

Blue Ridge Juvenile Detention FY 22 Operating Budget

	A	I	J	K	L	M	N	O	P
87								0	
88	Total Combined Operating Capital:							0	
89	Machinery & equip - new	4,990	17,259	3,251	0			0	#DIV/0!
90	M&E - replacement	41,873	16,463	17,913	20,000	2,020	15,000	(5,000)	-25.00%
91	Furniture & fixtures - new	2,584	9,958		0			0	#DIV/0!
92	F&F - replacement		35,895	9,476	20,000		10,000	(10,000)	-50.00%
93	Communications equip				0			0	#DIV/0!
94	Comm equip - replacement				0			0	#DIV/0!
95	Vehicle and equip covid							0	#DIV/0!
96	Motor vehicles		56,698		0			0	#DIV/0!
99	ADP Equipment		4,625		0			0	#DIV/0!
100	ADP Equipment - Rep	22,657	0		5,000		0	(5,000)	-100.00%
101	Software Upgrade			750	0			0	#DIV/0!
102	Lease/Rent Equip.	4,450	4,636	4,609	7,000	648	7,000	0	0.00%
103	Fund Transfers	160,348						0	#DIV/0!
104	Total Operating Capital	\$236,902	\$145,534	\$35,999	\$52,000	\$2,668	\$32,000	(\$20,000)	-38.46%
105									
106	Total Expenditures	\$3,592,030	\$3,545,225	\$3,561,713	\$3,850,944	\$1,198,845	\$3,847,391	(\$3,553)	-0.09%

Blue Ridge Juvenile Detention FY 22 Operating Budget

	A	I	J	K	L	M	N	O	P
107									
108	Operating Revenues:								
109	Interest	24,191	31,120	24,241	25,000	946	2,000	(23,000)	-92.00%
110	Bond Proceeds							0	#DIV/0!
111	Sale surplus vehicles	0						0	#DIV/0!
112	Sale salvage							0	#DIV/0!
113	Other jurisdictions	0	6,764	1,294			0	0	#DIV/0!
114	Albemarle County	568,805	512,387	423,116	444,328	148,108	535,234	90,906	20.46%
115	Charlottesville	1,082,118	871,266	659,834	576,880	192,292	576,565	(315)	-0.05%
116	Culpeper new 7-1-07	358,358	392,070	449,208	492,868	164,288	537,301	44,433	-6.86%
117	Fluvanna County	170,339	168,030	150,979	160,556	53,512	173,589	13,033	-64.78%
118	Greene County	92,782	130,690	180,800	192,293	64,096	243,852	51,559	51.88%
119	Phone System	5,353	7,423	7,327	5,000	1,235	5,000	0	-97.40%
121	Region Ten	8,750	6,300	11,600	10,000		10,000	0	#DIV/0!
122	Garden	3,931	463	567			0	0	#DIV/0!
123	Miscellaneous	3,162	9,700	913		299	0	0	#DIV/0!
124	Recovered Cost - Compensation	29,850	27,850	28,850	27,850		27,850	0	0.00%
127	State Per Diem	0	1,050	4,100		300	1,000	1,000	#DIV/0!
128	Department Juvenile Justice/Block Grant	712,122	873,013	892,335	901,169	456,043	850,000	(51,169)	-5.68%
129	CPP Program/other DJJ programs	855,495	835,616	1,081,123	975,000	449,835	850,000	(125,000)	-12.82%
130	Misc.State Revenue							0	#DIV/0!
131	US Dept. of Agriculture	43,814	24,247	52,910	40,000	6,933	35,000	(5,000)	-12.50%
132	DCJS Grant							0	#DIV/0!
134	Subtotal Operating Revenues	<u>\$3,959,070</u>	<u>\$3,906,329</u>	<u>\$3,969,197</u>	<u>\$3,850,944</u>	<u>\$1,537,887</u>	<u>\$3,847,391</u>	<u>(\$3,553)</u>	<u>-0.09%</u>
135	Excess of Operating Revs > Expenditures	<u>\$367,040</u>	<u>\$361,104</u>	<u>\$407,484</u>	<u>\$0</u>	<u>\$339,042</u>	<u>\$0</u>	<u>(\$0)</u>	
136									