

**Western Tidewater Regional Jail
Popular Annual Financial Report
For Fiscal Year Ended
6/30/2017**



To the Citizens of City of Franklin, County of Isle of Wight, & City of Suffolk

2. Table of Contents

3. Mission Statement

4. Superintendent's Message

5. Jail Leadership

6. About Our Jail

7. Jail's Priorities

8. Sources of Funds

9. Use of Funds

11. The Jails Net Position

12. The Jail's Debt

13. More Information



The 2017 Popular Annual Financial Report (PAFR) is a report for our citizens for whom we serve. It provides a brief narrative of our programs, priorities, and financial information. The financial information contained with-in this report is intended to give a broad overview and not burden the reader with specific details. Those that would like more information can reference our Comprehensive Annual Financial Report (CAFR) at our website at www.wtrj.org under the **About Us** tab and then **Financial Information** tab. There you will find not only the CAFGR but also our Approved Annual Budgets and this year's PAFR (this is our first year preparing this report). Historical information can be found for the most recent three years as well as the results of our Annual Financial Audits before we began preparing the CAFR each year. Our Authority was audited by Robinson, Farmer, Cox & Associates located in Charlottesville, VA and we received an unmodified or "clean" audit opinion for every year.

Unlike the CAFR, the PAFR is not an audited financial statement and does not include the full breadth of the CAFR only selected highlights that the user may find useful. Since the PAFR is unaudited and does not include the full level of detail or all the funds of the CAFR, it by nature does not conform to Generally Accepted Accounting Principles (GAAP).

If the website does not include the information that you desire, you may contact Edgar B. "Tim" Wertheimer, Director of Administration & Support at timwert@wtrj.org for further information or details.

Our Mission Statement:

“We are dedicated to the efficient and effective operation of the Western Tidewater Regional Jail providing care, custody and support for the inmates lawfully placed in our charge. Our commitment focuses on competent, expeditious, courteous and cost effective service that enhance the safety and security of the residents of the City of Franklin, County of Isle of Wight, and City of Suffolk, Virginia”





Message from Our Superintendent

William C. Smith

Our goal is to provide all individuals in our custody with proper respect, clean and state-of-the-art facilities, and the opportunity to make positive life-decisions. We offer numerous programs that allow self-improvement and reduce recidivism. These include Educational (GED programs and testing), Anger Management, Substance Abuse, Spiritual Guidance and Family & Life Skills Training. We offer Work Release programs that allow individuals who are eligible to continue their employment while incarcerated and we have employment opportunities available for those that qualify. Upon release from custody individuals may retain this employment if they choose. Home incarceration (Home Electronic Monitoring) is available for individuals with minor offenses who demonstrate a need to remain at home, work or school while they serve their sentence. Volunteer opportunities, for those that qualify, are available to allow individuals to obtain work skills which may assist them in the future. Current volunteer opportunities include; local Animal Shelters, local Public Works, and other non-profit associations as allowed by Virginia State Code. Work skills training such as painting, floor care, tile laying, food preparation and sewing are available within the facility for eligible individuals. We strive to enable those in our custody, the ability to change their lives and become productive members of our society while maintaining the safety of the communities we serve, our staff and the individuals in of care.

We also strive to use technology to its fullest extent. We have implemented new software systems that fully integrate with each other to allow us to operate more efficiently, reduce the chance of errors and to reduce workloads on our already overburden staff. The use of technology allows us to continuing our paperless initiative to become environmentally friendly by reducing the amount of paper that is used throughout the facility.

We are in our first full year after upgrading the majority of the mechanical systems through a Performance Contract offered through the Virginia Department of Mines & Energy and are experiencing savings in of our utility bills as well as enhanced reliability in our mechanical equipment.

Finally, we have completed a comprehensive Information Technology infrastructure upgrade which replaced the antiquated and often non-operating partial system that was installed over the Jail's twenty five year history.

Western Tidewater Regional Jail Leadership

WTRJ is an Authority which is the equivalent to a locality except that the Authority cannot levy taxes. The Authority is overseen by a **Board of Directors** representing each of our three jurisdictions:

City Of Suffolk	County of Isle of Wight	City of Franklin
Michael D. Duman – Chairman	Mark A. Marshall	Barry W. Cheatham
Suffolk City Council	Sheriff Isle of Wight County	Vice Mayor/ City Council Franklin
Everett “E. C.” Harris	Rex W. Alphin	Linwood W. Johnson
Sheriff City of Suffolk	IOW Board of Supervisors	Franklin City Council
Lue R. Ward	Rudolph Jefferson	Randy R. Martin
Suffolk City Council	IOW Board of Supervisors	City Manager – City of Franklin
Tealen D. Hansen	Randy R. Keaton	John B. Stutts
Director of Finance – City of Suffolk	County Administrator IOW	Sheriff of Southampton County

The jail’s command structure is:

**Superintendent
Colonel William C. Smith**

**Deputy Superintendent
Lt. Colonel Antonio Parham**

**Major
Ernest L. Bower**

Captains/Directors

Director of Security	Director of Treatment	Director of Administration & Support	Director of Medical	Director of Education
Captain Tanya Blair	Captain Alfred Lenyoun	Edgar B. “Tim” Wertheimer IV CPA	Anne L. White, RN	Ronnie E. Sharpe

Profile & History of Western Tidewater Regional Jail

The Authority is an intergovernmental joint venture created by the three jurisdictions of City of Suffolk, City of Franklin, and Isle of Wight County. The Authority is considered a stand-alone governmental entity for financial reporting purposes. The financial reporting entity includes two enterprise funds (Operating & Canteen Funds) which are the focus of this PAFR and three agency funds (Inmate, Work Release, and Wellness) which are fiduciary in nature and therefore not included. The Authority is designed and operates to accommodate all custody levels of inmates from the member jurisdictions including those with special needs and those who require special management. The jail also has the ability to house a limited number of juvenile detainees. None of the participating jurisdictions have a local jail. We also house inmates for the United States Marshal Service and other Federal Agencies under an Inter-Governmental Service Agreement (IGSA). The Virginia Compensation Board, a sub-unit of the Virginia State Government) provides an annual Jail Cost Report which provides the cost associated with all local jails in the state. This report is available to the public at: www.virginia.gov/agencies/compensation-board/

The Authority was created on November 11, 1990 between the City of Suffolk, Isle of Wight County, and the City of Franklin. The property was donated by the City of Suffolk and is located at 2402 Godwin Blvd, Suffolk, VA 23434. Groundbreaking commenced on March 3, 1991 with actual operations beginning on July 15, 1992.

The Authority added an additional 180 bed housing unit in the late 1990's. This unit was funded by Federal Grant Funds and contributions from the three member jurisdictions.



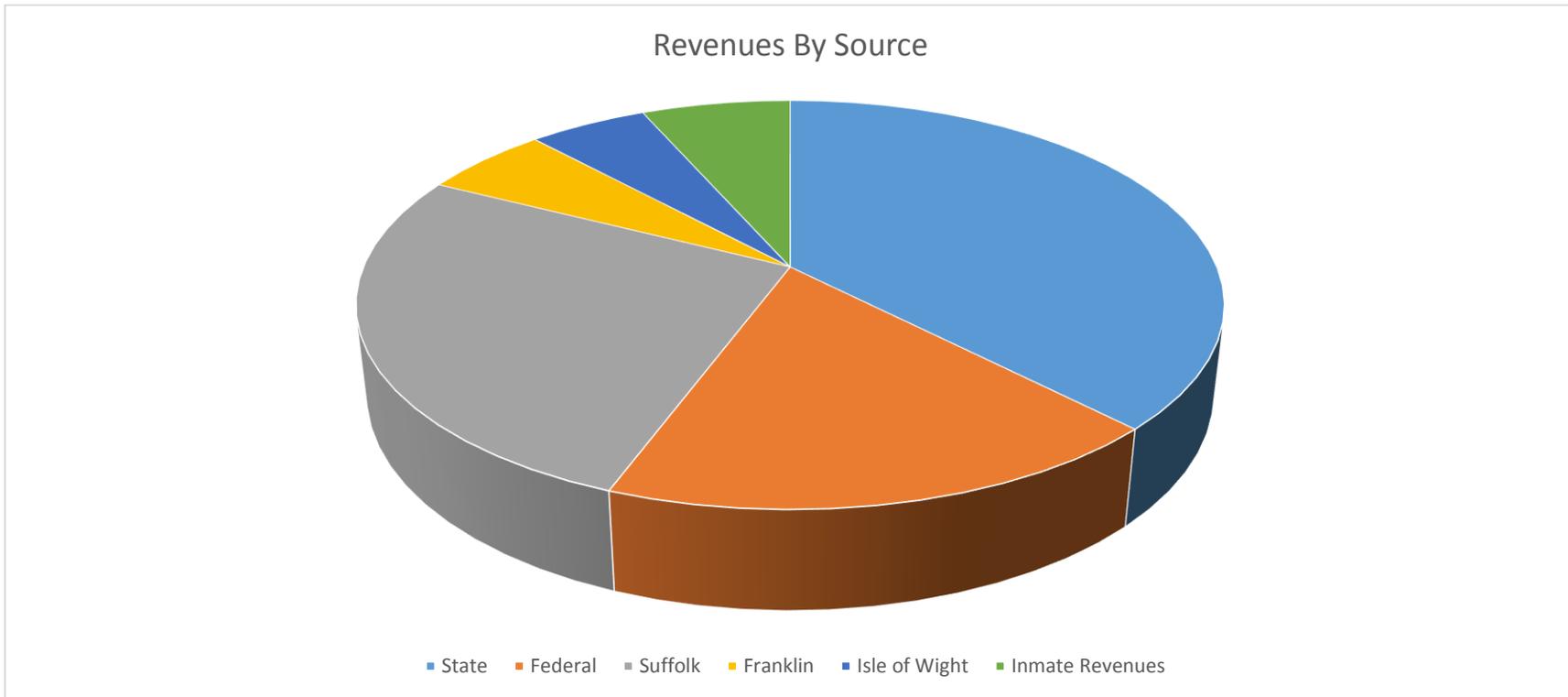
WTRJ's Priorities

We at WTRJ strive to improve the life styles and choices that those who are in our custody make by providing programs to enhance their lives and help them cope with the challenges they face in life. Below is a listing from 7/1/2016 through 6/30/2017 of the major programs we offered and the number of participants who successfully completed the programs:

- Special Education **15** (Teaching individuals with IEP's or Special Needs)
- Transition 10 (Teaching inmates not fitting normal criteria's) Ex. Low reading ability by not Special Ed.
- General Education **72** - Earned GED's **8**
- Career Education **105** (Focuses on Careers, Health, Interviewing process, History etc.)
- Career Readiness Certificate **7** (Preparing inmates for Workforce Skills)
- Alcoholics Anonymous **90** (Focuses on recovery and detoxification)
- Substance abuse **468** (Provide treatment methods to help overcome addictive symptoms)
- Anger Management **451** (Understanding life triggers and how to deal with them)
- Community Health **85** (Teaches prevention/recognition of venereal diseases and STD's)
- Seeking Safety **286** (Understanding beginning trauma & coping with them)
- Re-Entry – Life Skills **184** males and **20** females (Preparing inmates for readjustment into society)
- Re-Entry Pathways From bondage **50** (Building resumes', Identifying needs for release into society)
- Re-Entry Mobil Counseling **65** (Assist Individuals with mental health issues even upon release)
- Parenting **568** (Teaches inmates the proper way to motivate and discipline youthful children)
- Females Building Bridges **96** (Reconnecting mother and child through recorded readings of baby books)
- Women Empowerment Workshop **73** (Helping women to believe in themselves – decision making)
- Building Resilience in the Community "BRC" **45** – Building Self-esteem and Fortitude
- BOOM **82** Domestic Violence on Women
- Juvenile Life Skills/Gang Prevention **77** (Teaches the youth coping skills and better decision making and effects of various topics: gang violence, interviewing process)
- Juvenile Mental Health **40** (Group counseling sessions)
- Trauma **20** (Returning Class) Exploring the extreme stress or PTSD of the past and developing coping skills.

Revenues by Source

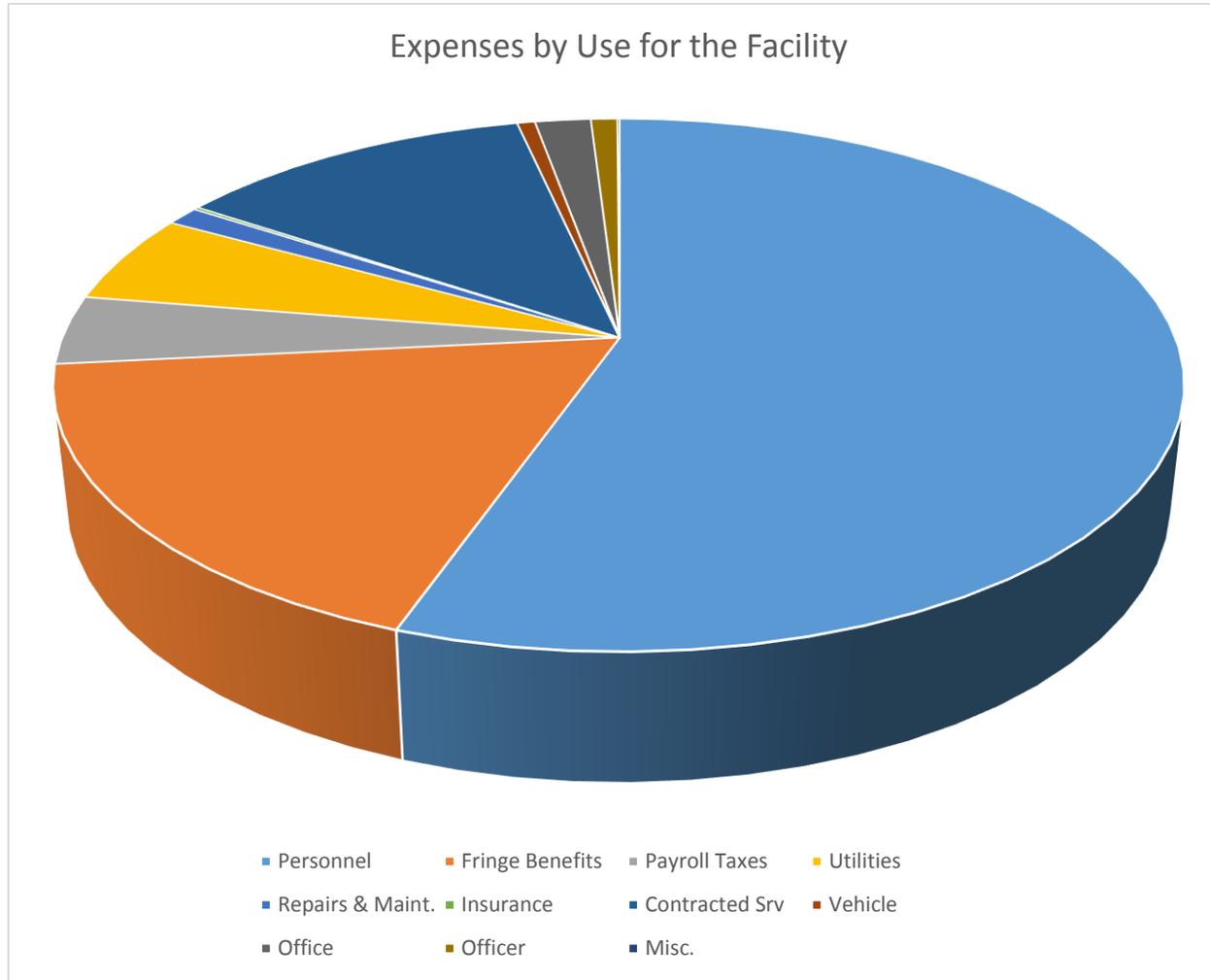
State	Federal	Suffolk	Franklin	Isle of Wight	Inmate Revenues	Total
\$ 6,140,870	\$ 2,946,669	\$ 4,364,037	\$ 921,980	\$ 860,514	\$ 1,080,274	\$ 16,314,344
37.64%	18.06%	26.75%	5.65%	5.27%	6.62%	100.00%



Inmate Revenues consist of commissions from products and services the inmates can purchase such as phone calls, snack foods, food items, medical co-pays, and a minimal charge for Room & Board. No inmate is declined any health or safety item or service due to inability to pay.

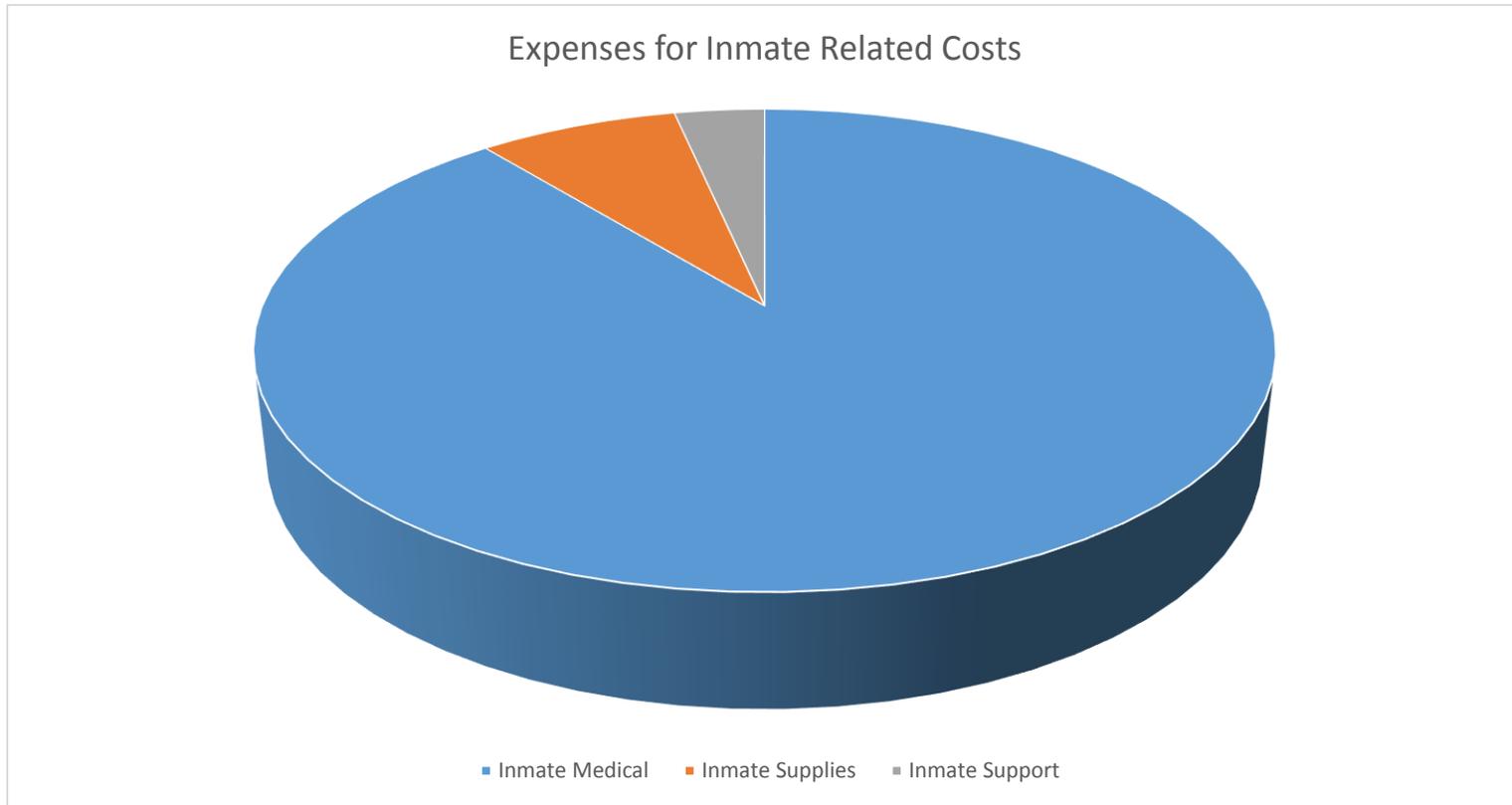
Expenses by Category for the Facility & the Officers

Personnel	Fringe Benefits	Payroll Taxes	Utilities	Repairs & Maint.	Insurance	Contracted Svc.	Vehicle	Office	Officer	Misc.	Total
\$ 7,221,586	\$ 2,344,965	\$ 546,178	\$ 711,616	\$ 150,004	\$ 21,623	\$ 1,585,837	\$ 78,670	\$ 246,150	\$ 116,615	\$ 10,259	\$ 13,033,503
55.41%	17.99%	4.19%	5.46%	1.15%	0.17%	12.17%	0.60%	1.89%	0.89%	0.08%	100.00%



Expenses by Category for the Benefit of those Incarcerated

Inmate Medical	Inmate Supplies	Inmate Support	Total
\$ 1,190,674	\$ 100,901	\$ 45,566	\$ 1,337,141
89.05%	7.55%	3.41%	100.00%



Note ** Contracted Services on Page 9 includes the food service provider's charges for meals for both the inmates and the officers

WTRJ's Net Position for Fiscal Year Ended 6/30/2017

Western Tidewater Regional Jail Statement of Net Position as of June 30, 2017

ASSETS:

Current assets	\$	2,932,626
Noncurrent assets		12,280,746
Total assets	\$	15,213,372

DEFERRED OUTFLOWS OF RESOURCES:

Deferred outflows of resources related to pensions	\$	1,560,720
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LIABILITIES:

Current liabilities	\$	1,365,856
Noncurrent liabilities		10,936,162
Total liabilities	\$	12,302,018

DEFERRED INFLOWS OF RESOURCES:

Deferred inflows of resources related to pensions	\$	188,852
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NET POSITION:

Total net position	\$	4,283,222
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Western Tidewater Regional Jail Statement of Revenues, Expenses and Changes in Net Position for the year ended June 30, 2017

Total operating revenues	\$	16,314,344
Total operating expenses		16,172,391
Net operating income (loss)		141,953
Non-operating revenues (expenses)		(222,601)
Change in net position		(80,648)
Net position, beginning of year		4,363,870
Net position, end of year	\$	4,283,222

Western Tidewater Regional Jail's Outstanding Debt as of 6/30/2017

The Jail only has three bond issuances outstanding at year end. The Performance Bond outstanding is guaranteed to be repaid by the savings we obtained by participating in the program. This is guaranteed by the State of Virginia through the Department of Mines & Energy. If our savings do not cover the bond and interest payments, Siemens Corporation who did the contract is responsible for any shortfalls. The Jail does not finance vehicles or any long term purchases. If we cannot pay cash for it, the Jail will wait until such time as resources are available.

As of June 30, 2017, the Authority's bonds consisted of the following:

Year Issued	Description	Interest Rate	Amount Outstanding
2014	Revenue and Refunding Bond - Series 2014A	1.320%	\$ 707,000
2014	Revenue and Refunding Bond - Series 2014B	2.580%	3,226,000
2016	Energy Performance Contract Bond	3.060%	4,675,657

Following is a summary of changes in long-term liabilities for the year ended June 30, 2017:

	Balance July 1, 2016	Issuances/ Increases	Retirements/ Decreases	Balance June 30, 2017	Amount Due Within One Year
Revenue and refunding bonds	\$ 4,326,000	-	\$ 393,000	\$ 3,933,000	\$ 399,000
Energy performance contract bond	4,782,376	-	106,719	4,675,657	202,604
Vehicle loans	104,245	-	104,245	-	-
Compensated absences	719,469	182,025	109,004	792,490	79,249
Net pension liability	1,294,041	2,837,823	1,915,996	2,215,868	-
Total long-term liabilities	\$ 11,226,131	\$ 3,019,848	\$ 2,628,964	\$ 11,617,015	\$ 680,853

More Information

The Government Finance Officers Association (GFOA) has been promoting the preparation of high quality popular financial reports since 1991. More than 140 governments participate in the program each year. The Popular Annual Financial Reporting Awards Program is specifically designed to encourage governmental entities to prepare and issue a high quality popular annual financial report. Popular annual financial reports can play an important role in making financial information accessible to all citizens regardless of their knowledge of finances or accounting. More detailed information can be found on our website at www.wtrj.org. Under the **About Us** tab you can find the **Financial Information** tab (CAFRs, Budgets, PAFR, etc.), History, Management Team, and other information that the interested party may find useful. Please contact Tim Wertheimer at timwert@wtrj.org with questions or suggestions of information that you would like to see in the future. Please feel free to let us know if you like the report, what other information you would like incorporated, or any other comments.

