

LOCAL INMATE  
DATA SYSTEM  
(LIDS)

# Newsletter

FEBRUARY

2002

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## Staff Contacts:

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### Program Issues

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### Security/Key Fob Issues

- **Anne Wilmoth** ext. 222
- **Melanie Morrison** ext. 204
- **Sue Kelly-Graham** ext. 220



## DATES TO REMEMBER

- 3/14/02 - LIDS SUBMISSION DUE DATE



## CONGRATULATIONS

### NEW LIDS ADVISORY COMMITTEE MEMBERS

We would like to congratulate the following two LIDS users who have been carefully selected to serve on the LIDS Advisory Committee.

- Anna Earnhardt, LIDS Technician, has worked at the Portsmouth Sheriff's Office since March 27, 2000. She started in Classification, then moved to the Records Department in May 2000 and was promoted to the LIDS Technician position July 2000.
- Tina James-Carrier, LIDS Technician, has worked at the Petersburg Sheriff's Office since January 1995. Tina started out as a matron working with the females, then moved to Classification and Records Section as a clerk. She has worked with LIDS since December 1996

An updated LIDS Advisory Committee member list is located on Pages 9 and 10 of this newsletter for your information and convenience.

FEB 

## ANNOUNCING...

### 2ND ANNUAL LIDS CONFERENCE - MAY 2 & 3, 2002

This year's LIDS conference is open to LIDS Technicians. If the LIDS Technician for your jail is unable to attend, a designee from your facility may attend. Registration will be handled on the Compensation Board's (CB) website ([www.cns.state.va.us/compboard](http://www.cns.state.va.us/compboard)) by selecting the 'LIDS Information' button. Select the 'LIDS Conference' button to complete the information, then click on the button to register. **Registration begins March 8, 2002 and ends April 1, 2002.**

The CB website will also include a memorandum explaining approved reimbursable expenses to attend this year's LIDS Conference.

Conference to be held at the Holiday Inn Central in Richmond, Virginia. The conference will be held from 12 noon to 5 pm, Thursday, May 2 and 8 am to 12 noon, Friday, May 3.

### ANNUAL LIDS CONFERENCE Tentative Agenda

- DNA Presentation
- Trigon Blue Cross/Blue Shield Presentation
- Social Security Administration/Bounty Presentation
- Department of Corrections
- Res-Q Portal Software Presentation
- Legislative Changes for 7/1/02
- Reconciliation Presentations by Local Users
- LIDS Auditor Presentation
- Question and Answer Session



## ATTENTION!

### LIDS ENHANCEMENT TRAINING - JUNE 2002

This year's annual LIDS Enhancement training will be held at the Hanover County Sheriff's office in Hanover, Virginia the first and third week in June, and at the Central Virginia Criminal Justice Academy in Lynchburg, Virginia the second week of June.

Specific dates and registration details will be announced in March 2002.



**ATTENTION!**

Our Auditors have brought to our attention that there has been some confusion in the field concerning Alternative Programs, Work Release, Weekenders and what some folks are calling Community Work/Weekend Program. We are providing the following to help explain reimbursable programs in accordance with the Appropriations Act, Chapter 1073, Item # 64. It should be noted that language in the Appropriations Act takes precedent over the Code. The following are "Reason Confined" expanded descriptions:

**WORK RELEASE (Reason Confined Code '26')**

The offender is convicted and sentenced to confinement in jail or being held in jail pending completion of a pre-sentence report. If it appears to the court that such offender is a suitable candidate for work release, the court assigns the offender to a work release program under the supervision of a probation officer, the office of the Sheriff or the administrator of a local or regional jail or a program designated by the court. The offenders are released during the day to an approved Work Release employer and he/she returns to jail at night for confinement. The Sheriff must request approval from the Department of Corrections (DOC) to keep State Responsible offenders if they wish to place them in the jails work release program. Also captured in this category are State Responsible Inmates that have been placed in the Jail by DOC in a Work Release Jail Contract Bed (JCB) Program (*jail must have copy of signed JCB Work Release contract/agreement with DOC*).

- **Chapter 1073, Item 64,**

- D — The following amounts shall be paid out of this appropriation to compensate localities for the cost of maintaining prisoners arrested on state warrants in local correctional facilities, as defined by Section 53.1-1. Code of Virginia
- D.1.— \$8.00 per prisoner day

- **Section 53.1-131**— Provision for release of prisoners from confinement for employment, educational or other rehabilitative programs, escape, penalty, disposition of earnings. (**See Language on Page 6**)

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**WEEKENDER/ NON CONSECUTIVE DAYS (Reason Confined Code '29' )**

This category includes offenders that are convicted and sentenced to confinement in jail and court imposed his/her time to be served on weekends or nonconsecutive days.

- **Chapter 1073, Item 64,**

- D. — The following amounts shall be paid out of this appropriation to compensate localities for the cost of maintaining prisoners arrested on state warrants in local correctional facilities, as defined by Section 53.1-1. Code of Virginia
- D.1. — \$8.00 per prisoner day

- **Section 53.1-131.1** Provision for sentencing of person to nonconsecutive days in jail; payment to defray costs; penalty. (**See Language on Page 7**)

**ALTERNATIVE TO INCARCERATION PROGRAMS:**

**Home Electronic Monitoring (HEM), Reason Confined Code '80'**

**Modified/ Supervised Work Release Program, Reason Confine Code '85'**

This category includes offenders that are convicted and sentenced to confinement in a local jail. They may be placed in an alternative to incarceration program operated by, or under the authority of, the Sheriff or jail board. The Sheriff, not the court, diverts inmates to the jail's approved Alternative to Incarceration Program. Local offenders placed in HEM or in a Modified/Supervised Work Release Program are not confined in jail at night. The purpose of the Alternative Program is to relieve local beds. Alternative Program approval is obtained through application with the Department of Corrections (DOC) or the Department of Criminal Justice Services (DCJS).

- **Chapter 1073, Item 64,**

D. The following amounts shall be paid out of this appropriation to compensate localities for the cost of maintaining prisoners arrested on state warrants in local correctional facilities, as defined by Section 53.1-1, Code of Virginia, or if the prisoner is not housed in a local correctional facility, in an alternative to incarceration program operated by, or under the authority of, the sheriff or jail board:

D.1. \$8.00 per prisoner day

E. For the payment specified in paragraph D. of this Item for prisoners in alternative punishment or alternative to incarceration programs:

E.1. Such payment is intended to be made for prisoners that would otherwise be housed in a local correctional facility. It is not intended for prisoners that would otherwise be sentenced to community service or placed on probation.

E.2. No such payment shall be made unless the program has been approved by the Department of Corrections (DOC) or the Department of Criminal Justice Services (DCJS). Alternative punishment or alternative to Incarceration programs, however, may include supervised work experience, treatment, and electronic monitoring programs.

- **Section 53.1-131.2** - Assignment to a home/electronic incarceration program; payment to defray costs; escape; penalty. (**See Language on Page 7 and 8**)

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**JUDGE ORDERED COMMUNITY SERVICE TIME**

Offenders that are ordered by the Judge to serve community time in a community based probation program (Community Service, HEM, and/or Substance Abuse) in jurisdictions where one has been established under the Comprehensive Community Corrections Act are non-payable programs by the Compensation Board. Sentences do not involve jails unless the person is sentenced to confinement with probation to follow. Since these offenders are not sentenced to confinement in jail, they should not be recorded in LIDS. (COV 19.2-303.3; 53.1-180 - 53.1-182.1)

- NON-Payable Category

- **Chapter 1073, Item 64,**

d. The following amounts shall be paid out of this appropriation to compensate localities for the cost of maintaining prisoners arrested on state warrants in local correctional facilities, as defined by Section 53.1-1. Code of Virginia, or if the prisoner is not housed in a local correctional facility, in an alternative to incarceration program operated by, or under the authority of, the Sheriff or jail board.

**ATTENTION!**

**ERROR MESSAGE:**

**'Reason Confined '20' Requires No Unsented Felonies'**

It has been brought to our attention that a LIDS User was trying to update LIDS by adding an additional felony offense that occurred on 1/17/02, which is after the inmate was released from jail on 1/13/02. LIDS, their Jail Management System (JMS) and the inmates folder all reflected that the inmate had one offense that was suspended when he was released 1/13/02. The jail received information concerning the inmate after he was released. The information indicated that he picked up an additional offense on 1/17/02. From an audit and payable view point this inmate **did not** have any pending felony charges when he was released from jail on 1/13/02. **We should not update LIDS if the additional charge was picked up after the prisoner was released. The new charge does not affect the prisoner's status when he was confined in jail.**

The reason they received the error message was because they were trying to add an additional pending felony charge that happened on 1/17/02 and LIDS knows that when he was released on 1/13/02, he was confined as a Reason Confine '20' sentenced no pending felony charges. **As stated above, you should not add or update LIDS if the changes/ new charge occurred after the prisoner was released. IF the user forgot to update something or just received information that affects the prisoners status when he was confined in jail , then yes, update LIDS.**

**If you have any questions, please call us.**



**REMI NDER**

**FUTURE LI DS ENHANCEMENTS**

You will be notified at a later date when the following LIDS enhancements will be placed into production:

**Estimated Completion Date**

- March 2002 DNA Medical Alert Flag on 1<sup>st</sup> screen switch with Prisoner Report listing only the verified bad SSN's
- March 2002 Add Duplication Query Report to Forms Maintenance menu
- July 2002 Update Transfer Status Screen to reflect DOC Intake/Out of Compliance
- July 2002 Capability to view all reports in Forms Maintenance, Option A (View Existing Reports) that can be downloaded from Option B (Offline Reports, Queries & Files)
- July 2002 Help button for years sentenced (special years, i.e. life, death)
- July 2002 New DNA table to allow entry separately using SID, OTN or the Document Control Number for Juveniles
- July 2002 Report by Age Report, Forms Maintenance
- July 2002 Interface with Virginia State Police to report correctional status changes and to verify State ID numbers

**Section 53.1-131**— Provision for release of prisoners from confinement for employment, educational or other rehabilitative programs, escape, penalty, disposition of earnings.

A. Any court having jurisdiction for the trial of a person charged with a criminal offense or charged with an offense under Chapter 5 (§ 20-61 et seq.) of Title 20 may, if the defendant is convicted and (i) sentenced to confinement in jail or (ii) being held in jail pending completion of a pre-sentence report pursuant to § 19.2-299, and if it appears to the court that such offender is a suitable candidate for work release, assign the offender to a work release program under the supervision of a probation officer, the office of the sheriff or the administrator of a local or regional jail or a program designated by the court. The court further may authorize the offender to participate in educational or other rehabilitative programs designed to supplement his work release employment. The court shall be notified in writing by the director or administrator of the program to which the offender is assigned of the offender's place of employment and the location of any educational or rehabilitative program in which the offender participates.

Any person who has been sentenced to confinement in jail or who has been convicted of a felony but is confined in jail pursuant to § 53.1-20, in the discretion of the sheriff or the administrator of a local or regional jail, may be assigned by the sheriff or the administrator of a local or regional jail to a work release program under the supervision of the office of the sheriff or the administrator of a local or regional jail. The sheriff or the administrator of a local or regional jail may further authorize the offender to participate in educational or other rehabilitative programs as defined in this section designed to supplement his work release employment. The court that sentenced the offender shall be notified in writing by the sheriff or the administrator of a local or regional jail of any such assignment and of the offender's place of employment or other rehabilitative program. The court, in its discretion, may thereafter revoke the authority for such an offender to participate in a work release program.

The sheriff or other administrative head of a local correctional facility and the Director may enter into agreements whereby persons who are committed to the Department, whether such persons are housed in a state or local correctional facility, and who have met all standards for such release, may participate in a local work release program or in educational or other rehabilitative programs as defined in this section. All persons accepted in accordance with this section shall be governed by all regulations applying to local work release, notwithstanding the provisions of any other section of the Code. Local jails shall qualify for compensation for cost of incarceration of such persons pursuant to § 53.1-20.1, less any payment for room and board collected from the inmate.

Any offender assigned to such a program by the court or sheriff or the administrator of a local or regional jail who, without proper authority or just cause, leaves the area to which he has been assigned to work or attend educational or other rehabilitative programs, or leaves the vehicle or route of travel involved in his going to or returning from such place, shall be guilty of a Class 1 misdemeanor. In the event such offender leaves the Commonwealth, the offender may be found guilty of an escape as provided in §18.2-477. An offender who is found guilty of a Class 1 misdemeanor in accordance with this section shall be ineligible for further participation in a work release program during his current term of confinement.

The Board shall prescribe regulations to govern the work release, educational and other rehabilitative programs authorized by this section.

Any wages earned pursuant to this section by an offender may, upon order of the court, be paid to the director or administrator of the program after standard payroll deductions required by law. Distribution of such wages shall be made for the following purposes:

1. To pay an amount to defray the cost of his keep;
2. To pay travel and other such expenses made necessary by his work release employment or participation in an educational or rehabilitative program;
3. To provide support and maintenance for his dependents or to make payments to the local department of welfare or social services or the Commissioner of Social Services, as appropriate, on behalf of dependents who are receiving public assistance as defined in § 63.1-87;
4. To pay any fines, restitution or costs as ordered by the court.

Any balance at the end of his sentence shall be paid to the offender upon his release.

B. For the purposes of this section:

"Educational program" means a program of learning recognized by the State Council of Higher Education, the State Board of Education or the State Board of Corrections.

"Rehabilitative program" includes an alcohol and drug treatment program, mental health program, family counseling, community service or other community program approved by the court having jurisdiction over the offender.

"Work release" means full-time employment or participation in suitable career and technical education programs.

§ 53.1-131.1 Provision for sentencing of person to nonconsecutive days in jail; payment to defray costs; penalty.

Any court having jurisdiction for the trial of a person charged with a misdemeanor or traffic offense or charged with any offense under Chapter 5 (§ 20-61 et seq.) of Title 20 may, if the defendant is convicted and sentenced to confinement in jail, impose the time to be served on weekends or nonconsecutive days to permit the convicted defendant to retain gainful employment. A person sentenced pursuant to this section shall be ordered to pay an amount ordered by the court to defray the cost of his keep, which amount shall be the actual cost of incarceration but shall not exceed that amount charged to the Compensation Board for purposes of reimbursement as provided in the general appropriation act. Such amount shall be collected by the clerk of the court. If the defendant willfully fails to report at times specified by the court, the sentence imposed pursuant to this section shall be revoked and a straight jail sentence imposed.

The time served by a person sentenced for violation of state law in a local jail, regional jail, or local jail farm pursuant to this section shall be included in the count of prisoner days reported by the Department for the purpose of apportioning state funds to local correctional facilities for operating costs in accordance with § 53.1-84.



§ 53.1-131.2. Assignment to a home/electronic incarceration program; payment to defray costs; escape; penalty.

A. Any court having jurisdiction for the trial of a person charged with a criminal offense, a traffic offense or an offense under Chapter 5 (§ 20-61 et seq.) of Title 20 may, if the defendant is convicted and sentenced to confinement in a state or local correctional facility, and if it appears to the court that such an offender is a suitable candidate for home/electronic incarceration, assign the offender to a home/electronic incarceration program as a condition of probation, if such program exists, under the supervision of the office of the sheriff, the administrator of a local or regional jail, or a Department of Corrections probation and parole district office established pursuant to § 53.1-141. However, any offender who is convicted of any of the following violations of Chapter 4 (§ 18.2-30 et seq.) of Title 18.2 shall not be eligible for participation in the home/electronic incarceration program: (i) first and second degree murder and voluntary manslaughter under Article 1 (§ 18.2-30 et seq.); (ii) mob-related felonies under Article 2 (§ 18.2-38 et seq.); (iii) any kidnapping or abduction felony under Article 3 (§ 18.2-47 et seq.); (iv) any malicious felonious assault or malicious bodily wounding under Article 4 (§ 18.2-51 et seq.); (v) robbery under § 18.2-58.1; or (vi) any criminal sexual assault punishable as a felony under Article 7 (§ 18.2-61 et seq.). The court may further authorize the offender's participation in work release employment or educational or other rehabilitative programs as defined in § 53.1-131. The court shall be notified in writing by the director or administrator of the program to which the offender is assigned of the offender's place of home/electronic incarceration, place of employment, and the location of any educational or rehabilitative program in which the offender participates.

B. In any city or county in which a home/electronic incarceration program established pursuant to this section is available, the court, subject to approval by the sheriff or the jail superintendent of a local or regional jail, may assign the accused to such a program pending trial if it appears to the court that the accused is a suitable candidate for home/electronic incarceration.

C. Any person who has been sentenced to jail or convicted and sentenced to confinement in prison but is actually serving his sentence in jail, after notice to the attorney for the Commonwealth of the convicting jurisdiction, may be assigned by the sheriff or the administrator of a local or regional jail to a home/electronic incarceration program under the supervision of the office of the sheriff, the administrator of a local or regional jail, or a Department of Corrections probation and parole office established pursuant to § 53.1-141. However, if the offender violates any provision of the terms of the home/electronic incarceration agreement, the offender may have the assignment revoked and, if revoked, shall be held in the jail facility to which he was originally sentenced. Such person shall be eligible if his term of confinement does not include a sentence for a conviction of a felony violent crime, a felony sexual offense, burglary or manufacturing, selling, giving, distributing or possessing with the intent to manufacture, sell, give or distribute a Schedule I or Schedule II controlled substance. The court shall retain authority to remove the offender from such home/electronic incarceration program. The court which sentenced the offender shall be notified in writing by the sheriff or the administrator of a local or regional jail of the offender's place of home/electronic incarceration and place of employment or other rehabilitative program.

D. The Board may prescribe regulations to govern home/electronic incarceration programs.

E. Any offender or accused assigned to such a program by the court or sheriff or the administrator of a local or regional jail who, without proper authority or just cause, leaves his place of home/electronic incarceration, the area to which he has been assigned to work or attend educational or other rehabilitative programs, or the vehicle or route of travel involved in his going to or returning from such place, shall be guilty of a Class 1 misdemeanor. An offender or accused who is found guilty of a violation of this section shall be ineligible for further participation in a home/electronic incarceration program during his current term of confinement.

F. The director or administrator of a home/electronic incarceration program who also operates a residential program may remove an offender from a home/electronic incarceration program and place him in such residential program if the offender commits a noncriminal program violation. The court shall be notified of the violation and of the placement of the offender in the residential program.



**§ 53.1-131.2. (continued)**

G. The director or administrator of a home/electronic incarceration program shall charge the offender or accused a fee for participating in the program to pay for the cost of home/electronic incarceration equipment. The offender or accused shall be required to pay the program for any damage to the equipment which is in his possession or for failure to return the equipment to the program.

H. Any wages earned by an offender or accused assigned to a home/electronic incarceration program and participating in work release shall be paid to the director or administrator after standard payroll deductions required by law. Distribution of the money collected shall be made in the following order of priority to:

1. Meet the obligation of any judicial or administrative order to provide support and such funds shall be disbursed according to the terms of such order;
2. Pay any fines, restitution or costs as ordered by the court;
3. Pay travel and other such expenses made necessary by his work release employment or participation in an education or rehabilitative program, including the sums specified in § 53.1-150; and
4. Defray the offender's keep.

The balance shall be credited to the offender's account or sent to his family in an amount the offender so chooses.

The Board of Corrections shall promulgate regulations governing the receipt of wages paid to persons participating in such programs, the withholding of payments and the disbursement of appropriate funds.  
(1989, c. 476; 1990, c. 209; 1991, cc. 278, 428; 1992, c. 604; 1994, cc. 612, 659, 688, 720, 841, 945; 2000, c. 423.)



The LIDS Advisory Committee first met November of 1999. The LIDS users listed below were selected from each region of the state to meet once a quarter to discuss LIDS enhancements, modifications and/ or new development issues brought forth by local users. If you have any questions or concerns that you would like discussed at future committee meetings, contact the individual(s) representing your region, or contact a member of the Compensation Board staff.

**Quarterly Committee Meeting Schedule:**

**1st Quarter: May      2nd Quarter: August      3rd Quarter: November      4th Quarter: February**

**LIDS ADVISORY COMMITTEE MEMBERS**

**Central Region**

<b><i>FIPS</i></b>	<b><i>Locality</i></b>	<b><i>DOC Oper. Capacity</i></b>	<b><i>Online / Batch</i></b>
<b>485</b>	<b>Blue Ridge Regional Jail (Lynchburg) - Janet Severson</b> Phone # 434-847-3100      Email: jseverson@brrja.state.va.us Fax # 434-847-5134      Address: 510 9th Street Lynchburg, Virginia 24504	<b>740</b>	<b>Online</b>
<b>041</b>	<b>Chesterfield County Jail - Donald White</b> Phone # 804-751-4465      Email: whited@co.chesterfield.va.us Fax # 804-796-5713      Address: P. O. Box 758 Chesterfield, Virginia 23832	<b>250</b>	<b>Batch</b>
<b>630</b>	<b>Rappahannock Regional Jail - Patty Leonard</b> Phone # 540-288-5281      Email: pleonard@rrj.state.va.us Fax # 540-288-5292      Address: P. O. Box 3300 Stafford, Virginia 22554	<b>592</b>	<b>Batch</b>
<b>730</b>	<b>Petersburg City Jail - Tina James-Carrier</b> Phone # 804-733-2377 Ext 4130      Email: ejames@techcom.net Fax # 804-861-4440      Address: P. O. Box 2209 Petersburg, Virginia 23803	<b>195</b>	<b>Online</b>
<b>760</b>	<b>Richmond City Jail - Reginald Tinsley</b> Phone # 804-646-5592      Email: reginaldtinsley@hotmail.com Fax # 804-646-0968      Address: 1701 Fairfield Way Richmond, Virginia 23223	<b>882</b>	<b>Batch</b>

**Eastern Region**

<b><i>FIPS</i></b>	<b><i>Locality</i></b>	<b><i>DOC Oper. Capacity</i></b>	<b><i>Online / Batch</i></b>
<b>740</b>	<b>Portsmouth City Jail – Anna Earnhardt</b> Phone # 757-391-3176      Email: annae@ci.portsmouth.va.us Fax # 757-393-5181      Address: 701 Crawford St. Portsmouth, Virginia 23704	<b>288</b>	<b>Online</b>
<b>620</b>	<b>Western Tidewater Regional Jail - Jane Beamon</b> Phone # 757-539-2196      Email: jbeamon@picusnet.com Fax # 757-539-6409      Address: 2402 Godwin Blvd. Suffolk, Virginia 23434	<b>552</b>	<b>Batch</b>

**LIDS ADVISORY COMMITTEE MEMBERS**

Page 2

**Northern Region**

<b><u>FIPS</u></b>	<b><u>Locality</u></b>	<b><u>DOC Oper. Capacity</u></b>	<b><u>Online / Batch</u></b>
137	<b>Central Virginia Regional Jail - Glenn Aylor</b> Phone # 540-672-3222 ext. 24      Email: faylor@cvrj.org Fax # 540-672-9278                  Address: 13021 James Madison Orange, Virginia 22960	146	Batch
153	<b>Prince William/ Manassas Regional Jail - Carol Moye</b> Phone # 703-792-6450                  Email: cmoye@pwcgov.org Fax # 703-792-7576                  Address: 9320 Lee Ave. Manassas, Virginia 20110	467	Batch

**Western Region**

<b><u>FIPS</u></b>	<b><u>Locality</u></b>	<b><u>DOC Oper. Capacity</u></b>	<b><u>Online / Batch</u></b>
590	<b>Danville City Jail - Keith Johnson</b> Phone # 804-799-5135                  Email: johnsrk@ci.danville.va.us Fax # 804-799-8719                  Address: P. O. Box 3405 Danville, Virginia 24543	200	Batch
770	<b>Roanoke City Jail - Peggy Gebauer</b> Phone # 540-853-2722                  Email: PeggyGebauer@mail.ci.roanoke.va.us Fax # 540-224-3178                  Address: P. O. Box 494 Roanoke, Virginia 24003	409	Batch

**Other Agencies**

**Department of Corrections - Gretchen Conway**

Phone # 804-674-3245                  Email: conwayga@vadoc.state.va.us  
Fax # 804-674-3934

**Virginia Criminal Sentencing Commission - Dr. James Creech**

Phone # 804-225-4566                  Email: jcreech@vcsc.state.va.us  
Fax # 804-786-3934

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