

**COMMONWEALTH OF VIRGINIA  
BOARD OF CORRECTIONS  
LIAISON COMMITTEE MINUTES**

Regular Meeting.....October 18, 2017

Location .....6900 Atmore Drive, Richmond, Virginia

Presiding.....Superintendent Timothy Trent, Chairman

Present..... John F. Anderson, Board of Corrections  
William T. Dean, Board of Corrections  
Heather Master, M.D., SFHM, FACP, Board of Corrections  
Phyllis Randall, Board of Corrections  
Reverend Kevin Sykes, Board of Corrections  
Bobby Vassar, Board of Corrections  
David A. Hackworth, Chesapeake Sheriff’s Office  
Bill Wilson, RSW Regional Jail  
Matthew Marsteller, Blue Ridge Regional Jail  
Josh Salmon, Blue Ridge Regional Jail  
Jamie Pham, Vectre Corporation  
James Bruce, Department of Corrections  
Bob Casey, Department of Corrections  
Jim Parks, Department of Corrections

The meeting was called to order and Chairman Trent welcomed all attendees.

**I. Committee Chairman**

Chairman Trent called for a motion to approve the September 20, 2017 minutes.

Upon a *MOTION* and duly seconded, the September 20, 2017 minutes were unanimously *APPROVED*.

**II. Funding and Budget Issues (Ms. Robyn deSocio, State Compensation Board)**

Ms. deSocio did not attend the October 18, 2017 Liaison Committee meeting.

III. **Prison/Local Jail Population Report and Jail Construction Update – Mr. Bob Casey**

Mr. Casey reported that Chesapeake Correctional Center set up several temporary structures that the General Assembly ordered removed within five years as housing facilities in 2013 and instructed them to build or expand the current facility to serve as housing. This was due to be completed by the spring of 2018. All offenders will be moved from the temporary housing structures to the existing facility and to the new expansion once it is completed. Completion is expected in April of 2018. No extension request is expected.

IV. **Offender Management Service Update - Mr. Jim Parks**

Jim Parks reported the out-of-compliance total as 2,885, with 2,478 being male and 407 being females. Mr. Parks also reported that Virginia Correctional Center for Women recently was expanded during a renovation, adding 150 beds. Fluvanna Correctional Center for Women added 44 reception beds as well.

Mr. Parks was asked about the potential for opening the Culpeper facility. Mr. Parks responded that there is discussion about opening the facility but the current status of those discussions are unclear. Discussion ensued regarding average time to serve with Mr. Parks noting that he is unsure of an average at this time adding that court orders can take up to a year to receive making average time difficult to calculate.

V. **Policy and Initiatives Unit- Mr. Jim Bruce**

*The Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities* passed the review by the Office of the Attorney General and the Department of Planning and Budget. It now goes to the Secretary of Public Safety and then to the Office of the Governor. Once those offices approve the standards, it will be posted in the Virginia Register and will become effective thirty days after posting.

Mr. Bruce advised that the Board of Corrections approved the Jail Review Policy last month and it will be posted on the developing BOC website. The link will include the form that will be used to report deaths by the jails. He is unsure about the effective date of the website going live. Chairman Trent noted that he would forward this information with the members of the Virginia Association of Regional Jails and Mr. Hackworth added that he would share the information with the Virginia Sheriffs' Association. Mr. Bruce noted that all other Serious Incidents will be reported as they are currently.

VI. **Other Business**

Ms. Randall expressed her concerns about Board of Corrections Standard 6VAC15-40-140, Inmate Exercise.- ... Shortage of staff shall not hinder inmate access to physical exercise. Exceptions for inclement weather or risk to security shall be documented. LHS Chairman Randall noted that she felt that the standard was impossible to meet and suggested that the Board review the current standards.

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Chairman Randall also advised that she and Vice-Chairman Vassar are willing to address the General Assembly on behalf of the Board of Corrections regarding any issue of concern by Board members and welcomed any suggestions.

I. **Other Comments**

There being nothing further, by *MOTION* duly made and seconded, the meeting was *ADJOURNED*.