

**COMMONWEALTH OF VIRGINIA  
BOARD OF CORRECTIONS  
JAIL REVIEW COMMITTEE MEETING**

Regular Meeting.....May 16, 2018

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

Presiding.....Sheriff Vernie W. Francis, Jr., Chairman

Present.....John F. Anderson, Jr. Board of Corrections Member  
William T. Dean, Board of Corrections Member  
Heather Masters MD, SFHM, FACP, Board of Corrections Member  
Phyllis Randall, Board of Corrections  
Pastor Kevin L. Sykes, Board of Corrections Member  
Bobby Vassar, Board of Corrections Member  
Steve Goff, Board of Corrections  
Brian Sutherland, Board of Corrections  
Dick Hall-Sizemore, Department of Planning and Budget  
Kelly Richard, Department of Planning and Budget  
Phillip Figura, Board Counsel, Office of the Attorney General  
Joni Ivey, Virginia Parole Board  
Bruce Crusier, Mental Health America-Virginia  
Patrick Wilson, Richmond Times Dispatch  
Jim Bruce, Department of Corrections  
Rebecca Hancock, Department of Corrections  
Erma Locust, Department of Corrections  
Bob Casey, Department of Corrections  
Donna Foster, Department of Corrections

Absent.....Olivia Garland, Board of Corrections Member  
Charles Jett, Board of Corrections Member

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

The April 18, 2018 minutes were brought before the Committee for approval. Pastor Sykes noted his attendance for the April meeting. Mr. Jett was not correctly identified as making the motions to go into closed session and to reconvene the open session and the committee voted to close eight investigations.

Upon a **MOTION** by Chairman Francis and duly seconded, the attending members voted unanimously to **APPROVE** the April 18, 2018 Jail Review Committee meeting minutes as amended.

**Public Comment**

There was no public comment.

**Presentations**

**Brian Sutherland**

Mr. Sutherland is reviewing the standard requiring initial medical screenings upon intake. He spoke with Dr. Ofough of Mediko, who suggested a four-hour time limit for initial screening, but Mr. Sutherland plans to distribute a survey to the Virginia localities for input on this issue.

In addition, he has reviewed the standards for medical screening requirements for work release and determined that there are no additional requirements beyond the initial screening and follow-up screenings every fourteen days.

**Steve Goff**

Mr. Goff added that the case discussed in closed session during the April meeting involved a court ordered work release inmate who resumed the duties of his job prior to incarceration.

**Closed Session**

Mr. Dean offered the following as a motion:

**I move that the Jail Review Committee begin *CLOSED* session pursuant to Code of Virginia §2.2-3711(A16) to discuss matters lawfully exempt from public disclosure of medical and mental health records.**

Upon a *Motion* by Mr. Dean and duly seconded, the attending members voted unanimously to *Approve* the above recommendations.

**Reconvene Open Session**

Upon the members' return to open session, Mr. Dean offered the following in the form of a motion:

**I move that the Jail Review Committee reconvene our open session to discuss matters pursuant to Code of Virginia §2.2-3711(A16) to discuss matters lawfully exempt from public disclosure of medical and mental health records. I move that this committee and its individual members Certify that in closed session, the Jail Review Committee limited its discussion to public meeting requirements lawfully exempt from the public meeting requirements and identified in a closed session motion. If a member cannot so Certify, I ask that the recorder take role.**

Upon a *Motion* by Mr. Dean and duly seconded, the attending members voted unanimously to *Approve* the above recommendations. All attending Board of Corrections' members *Certified* that the closed session discussion was limited to legally exempt matters.

### **General Discussion**

Ms. Randall noted that this would be her final full Board of Corrections meeting, but hopes to attend the June Jail Review Committee meeting. She continued, stating that the jails are required to report erroneous releases within 24 hours in accordance with standard 6VAC15-40-110 for jails and 6VAC15-40-1350 for lockups. She recommends that both standards be updated to include the results of erroneous release reports. Currently, the standards do not require follow-up reporting to notify the Board of return to custody or declaration of escape in case of failure or refusal to return to custody.

Mr. Francis added that he would like to bring this topic up with the Liaison Committee.

### **Other Comments**

There being nothing further, the meeting was *ADJOURNED*.