

**COMMONWEALTH OF VIRGINIA  
BOARD OF LOCAL AND REGIONAL JAILS  
JAIL REVIEW COMMITTEE MEETING MINUTES**

Regular Meeting.....October 19, 2022; 9:30 a.m.

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

Presiding.....The Honorable Charles Jett, Acting Committee Chairman

Present.....The Honorable Vernie Francis, Chairman, Board of Local and Regional Jails  
Ryan McCord, Executive Director, Board of Local and Regional Jails  
Alison Lautz, Jail Death Investigator, Board of Local and Regional Jails  
John Rock, Jail Death Investigator, Board of Local and Regional Jails  
Tawana Ferguson, Regulatory Compliance Supervisor, Board of Local and Regional Jails  
Colleen Maxwell, Policy Analyst, Board of Local and Regional Jails  
Stacie Sessoms, Office of the Attorney General, Board Counsel

Upon determination of a quorum, Acting Committee Chairman Jett called the meeting to order.

**Approval of Minutes**

The September 21, 2022 minutes were brought before the Committee for approval.

Upon a ***Motion*** by Sheriff Francis and a second by Sheriff Jett, the attending members voted unanimously to ***Approve*** the September 21, 2022 Jail Review Committee meeting minutes.

**Public Comment**

None

**Presentation**

None

**Motion to include non-Board members in closed session**

The following was offered by Sheriff Francis as a motion:

**Pursuant to Virginia Code Section 2.2-3712(F) I *MOVE* that the presence of the following individuals will reasonably aid this board in considering the subject of the closed session:**

**Names of the individuals to be included:**

**Stacie Sessoms  
Ryan McCord  
Alison Lautz  
John Rock  
Colleen Maxwell  
Tawana Ferguson  
Lt. Jeffrey Kepler  
Ms. Katherine Archer**

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

**Closed Session**

Sheriff Francis offered the following in the form of a motion:

**I MOVE that the Jail Review Committee begin CLOSED session pursuant to Virginia Code Section 2.2-3711(A)(16) to discuss or consider medical and mental health records; and pursuant to Virginia Code Section 2.2-3711(A)(8) to consult with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.**

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

**Reconvene Open Session**

Upon the members' return to open session, Sheriff Francis offered the following in the form of a motion:

**I MOVE that the Jail Review Committee reconvene our open session having concluded a closed session to discuss or consider medical and mental health records and to consult with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel. I MOVE that this committee and its individual members certify that during the closed session, the Jail Review Committee limited its discussion to matters lawfully exempt from the public meeting requirements and identified in the closed session motion. If a Member cannot so certify, I ask that they state the reason specifically on the record and that the recorder take role.**

**All members in attendance certified by Roll Call.**

**Actions**

Sheriff Francis as a motion offered the following:

**The Jail Review Committee investigated the following cases by reviewing institutional, medical, and mental health records and other relevant evidence of the circumstances surrounding each death. The Jail Review Committee further finds that investigation did not reveal any evidence indicating that the facility was out of compliance with the regulations promulgated by the Board. NOW THEREFORE, I MOVE that the following cases be recommended to the Full Board for closure:**

Cases	
20-0023	21-0002
21-0041	21-0057
22-0006	21-0006

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

Sheriff Francis as a motion offered the following:

**The Jail Review Committee investigated the following cases by reviewing institutional, medical, and mental health records and other relevant evidence of the circumstances surrounding each death. The Jail Review Committee finds that the investigation did reveal evidence indicating that the facility was out of compliance with the regulations promulgated by the Board. However, the Jail Review Committee finds that the corrective actions taken by the jail appropriately addresses the substance of the violation such that no further measures are necessary. NOW THEREFORE, I MOVE that the following case be recommended to the Full Board for closure:**

**Case: 20-0040**

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

**General Discussion**

None

**Other Comments**

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