

**COMMONWEALTH OF VIRGINIA  
BOARD OF LOCAL AND REGIONAL JAILS  
POLICY AND REGULATIONS COMMITTEE MINUTES**

**APPROVED OCTOBER 18, 2023**

REGULAR MEETING..... January 4, 2023, 10:00 AM

PRESIDING.....Dr. Cleopatra Booker, Committee Chair

PRESENT.....Michael Carrera, Board of Local and Regional Jails  
Chris Strom, Board of Local and Regional Jails  
Tiffany Jenkins, Board of Local and Regional Jails  
Ryan McCord, Executive Director, 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

**Call to Order**

Dr. Booker, Committee Chairman called the meeting to order at 10:02 AM and welcomed all attendees.

**Public Comment**

None

**New Business**

- A. Overview of Board Regulatory Responsibilities – Ms. Maxwell and Mr. McCord walked the Committee members through *Code of Virginia* §§53.1-5 and 53.1-68 from which the Board’s promulgating authority is derived. Ms. Maxwell shared a list of current Board Regulations and their status. She directed the members to the Virginia Town Hall web site and suggested that if they were not already registered to receive notifications of Board Activity, it would be helpful for them to do so.
- B. Revision of By-Laws – Ms. Maxwell presented a draft of By-Laws with revisions that were discussed at the November 16, 2022 Board Meeting. The Committee reviewed the changes and approved them. Dr. Booker agreed to present the revised By-Laws at the January 18, 2023 meeting.
- C. Discussion of Future Regulatory Action – the Committee discussed options for possible regulatory possible revisions of 6 VAC 15-40.
- D. Other New Business

- a. Legislative Update – Mr. McCord briefed the members on SB797, which if enacted would add two additional members to the Board of Local and Regional Jails.
- b. Appointment of Committee Vice Chair – pursuant to the By-Laws, Dr. Booker appointed Ms. Jenkins as Vice Chair of the Policy and Regulations Committee.

**Proposed Meeting Schedule**

By consensus, the Committee set the first Wednesday of each month from 10:00 AM to 1:00 PM as the standing Committee meeting day and time. Meetings will be held at the DOC Headquarters in Richmond unless otherwise announced.

There being nothing further the meeting was *adjourned*.