

**COMMONWEALTH OF VIRGINIA  
BOARD OF LOCAL AND REGIONAL JAILS  
MEETING MINUTES**

**APPROVED: 9/20/2023**

REGULAR MEETING.....July 26, 2023; 12:00 PM

LOCATION.....6900 Atmore Drive, Richmond, Virginia

PRESIDING.....Vernie Francis, Chairman

BOARD MEMBERS PRESENT:     The Honorable Vernie Francis, Chairman  
  The Honorable Charles Jett, Vice Chairman  
  Tiffany Jenkins  
  Dr. Cleopatra Booker  
  Dr. Anita Maybach  
  Michael Carrera  
  Dr. Amanda Trent

BOARD MEMBERS ABSENT:     None

EXECUTIVE DIRECTOR:         Geoff Garner, Executive Director

BOARD STAFF PRESENT:       Tawana Ferguson, Regulatory Compliance Supervisor  
  John Rock, Jail Death Investigator  
  Alison Lautz, Jail Death Investigator  
  Colleen Maxwell, FOIA Legal Services Specialist  
  Gerald Olson, Board Architect  
  Ashley Gordon, Executive Secretary

OTHERS PRESENT:             Ryan McCord, Administrative Compliance Director  
  Ayesha Osborne, Office of Attorney General  
  Major Jim Pritchett, Chesterfield Sheriff’s Office  
  Jami-Reese Robertson

**CALL TO ORDER**

Chairman Francis called the meeting to order at 12:42 p.m.

**DETERMINATION OF QUORUM**

Chairman Francis determined there was a quorum present.

**APPROVAL OF JUNE BOARD MINUTES**

The June 21, 2023 minutes were approved by motion of Dr. Booker, second by Mr. Carrera

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**PUBLIC COMMENT PERIOD**

None

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

The following was offered by Vice Chairman Jett 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:**

**Ryan McCord  
Geoff Garner  
Alison Lautz  
John Rock  
Colleen Maxwell  
Tawana Ferguson  
Ashley Gordon  
Ayesha Osborne  
Jami-Reese Robertson  
Gerald Olson**

Upon a *Motion* by Vice Chairman Jett and a second by Mr. Carrera, the attending members voted unanimously to *Approve* the above recommendations.

**Closed Session**

Vice Chairman Jett offered the following in the form of a motion:

**I *MOVE* that the Board 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 Vice Chairman Jett and a second by Mr. Carrera, the attending members voted unanimously to *Approve* the above recommendation.

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## Reconvene Open Session

Upon the members' return to open session, Vice Chairman Jett offered the following in the form of a motion:

**I MOVE that the Board 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 Board 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.**

## PRESENTATIONS

Board Architect Gerald Olson presented a project proposal for Chesterfield County Jail and Piedmont Regional Jail for Security Upgrades.

### **1. Mr. Carrera read the motion as follows:**

The Board of Local and Regional Jails APPROVES the Chesterfield County Jail's request for state funding for the Security Upgrades in their facility. This motion recognizes a total eligible cost of \$1,361,280 of which up to 25% or \$340,320 would be eligible for State reimbursement in a lump sum payment. Such reimbursement is subject to the availability of funds and compliance with Board Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities, 2018, and Sections 53.1-80 through 82 of the Code of Virginia.

Upon a *Motion* by Mr. Carrera and second by Chairman Frances, the attending members voted unanimously to *Approve* the above recommendation.

### **2. Mr. Carrera read the motion as follows:**

The Board of Local and Regional Jails APPROVES the Piedmont Regional Jail's request for state funding for the Security Upgrades in their facility. This motion recognizes a total eligible cost of \$343,407 of which up to 25% or \$85,852 would be eligible for State reimbursement in a lump sum payment. Such reimbursement is subject to the availability of funds and compliance with Board Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities, 2018, and Sections 53.1-80 through 82 of the Code of Virginia.

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Upon a *Motion* by Mr. Carrera and second by Dr. Booker, the attending members voted unanimously to *Approve* the above recommendation.

**JAIL REVIEW COMMITTEE REPORT**

**A) Case Recommendations:**

**1. Vice Chairman Jett read the motion below as follows:**

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 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	
21-0033	21-0068
21-0045	21-0021
22-0065	23-0067

Upon a *Motion* by Vice Chairman Jett and second by Mr. Carrera, the attending members voted unanimously to *Approve* the above recommendation.

**2. Vice Chairman Jett 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(s) be recommended to the Full Board for closure:

Cases	
21-0040	22-0048
22-0044	22-0061

Upon a *Motion* by Mr. Sherrod and second by Mr. Carrera the attending members voted unanimously to *Approve* the above recommendation.

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**Additional Items for Discussion/Board Member Comment**

None

**ADJOURNMENT**

There being no further business to discuss before the Board of Local and Regional Jails, upon a *Motion* by Chairman Francis and duly seconded, the meeting was *adjourned*.