

**COMMONWEALTH OF VIRGINIA**  
**BOARD OF CORRECTIONS**

Regular Meeting	July 21, 2010
Location .....	6900 Atmore Drive Richmond, Virginia
Presiding .....	James H. Burrell, Acting Chairman
Present .....	Cynthia M. Alksne Peter G. Decker, III Rev. Anthony C. Paige B. A. Washington, Sr.
Absent.....	Raymond W. Mitchell Jonathan T. Blank Three Vacancies

**1:00 p.m., Wednesday, July 21, 2010**  
6900 Atmore Drive, Richmond, Virginia 23225

The meeting was called to order. Acting Chairman Burrell welcomed everyone, and the roll was called. Five members were present, including Mr. Burrell. Mr. Jonathan Blank was listening to but not participating in the meeting via speaker phone. Mr. Raymond Mitchell was absent. Officially, there are three vacancies on the Board as noted during the verbal roll call and as indicated above.

Mr. Burrell has received official notice he is not being reappointed but as there has been no replacement named, he continues as a member in good standing. Therefore, a quorum was present. Mr. Kurt Boshart was present, observing. The Acting Chairman then asked meeting attendees to identify themselves for the record.

**I. Board Chairman (Mr. Burrell)**

**1) Board Motion to Approve April Board Retreat Minutes**

The Acting Chairman called for a Motion to approve the April Board Retreat Minutes.

By **MOTION** duly made by Mrs. Alksne and seconded by Reverend Paige, the April Board Retreat Minutes were **APPROVED** by verbally responding in the affirmative (Alksne, Decker, Paige, Washington).

There were no questions and there was no discussion. There were no opposing votes. The Acting Chairman then voted his approval of the Motion. There were two absences. Mr. Boshart did not vote, and there are three vacancies. The Motion carried.

This is a 113-page document. In order to save printing expenses, a signed copy is on file in the Board Office, and a copy can also be obtained on the Virginia Regulatory Town Hall at:  
[http://www.townhall.virginia.gov/L/GetFile.cfm?File=E:\townhall\docroot\Meeting\50\14473\Minutes\\_DOC\\_14473\\_v2.pdf](http://www.townhall.virginia.gov/L/GetFile.cfm?File=E:\townhall\docroot\Meeting\50\14473\Minutes_DOC_14473_v2.pdf)

2) **Board Motion to Approve May Board Minutes**

The Acting Chairman indicated action on the May Board Minutes will be deferred to the September meeting.

3) **Report of Nominating Committee/Election of Board Officers (Mrs. Alksne)**

At the May meeting, former Board Chairman Sterling Proffitt had requested Mrs. Alksne to chair the Nominating Committee with Messrs. Blank and Washington to act as Committee members. Mr. Blank was absent from the meeting today, but during a brief recess, the two other Committee members met, arrived at and proposed the following slate of officers:

Mr. Peter G. Decker, III, Chairman  
Mrs. Cynthia M. Alksne, Vice Chairman  
Mr. B. A. Washington, Sr., Secretary

There were no nominations from the floor. Therefore, by *MOTION* duly made by Rev. Paige and seconded by Mr. Burrell, the slate of officers was *APPROVED* in total by verbally responding in the affirmative (Alksne, Decker, Paige, Washington). In order to ensure a quorum vote, Mr. Decker, Mrs. Alksne and Mr. Washington's votes were considered.

There were no questions and there was no discussion. There were no opposing votes. The Acting Chairman then voted his approval of the Motion. There were two absences. Mr. Boshart did not vote, and there are three vacancies. The Motion carried.

Mr. Decker accepted the Chairmanship, thanked the Board for its support and took over running of the meeting.

II. **Public/Other Comment (Mr. Decker)**

Ms. George with Exodus was present and posed several questions to the Director. No questions were posed to the Board. No action by the Board was required.

III. **Presentations**

There were no presentations scheduled this month.

IV. **Liaison Committee (Mr. Burrell)**

Mr. Burrell reported that Mr. Blackstock chaired the Committee. Mrs. deSocio reported on the 2011 decreases to funding to local jails. Mrs. Lipp provided an update on the Grayson County facility. In Mr. Wilson's absence, Mr. Sevenker reported on the out-of-compliance figure. Mr. Bass spoke to the bed situation within the Department, including the loss of 500 jail contract beds. Mr. Burrell had nothing further to report.

During discussion, Mrs. Woodhouse reported 38 responses had been received to the Board's Jail Capacity questionnaire. Mrs. Alksne reported the Compensation Board would like to be involved with the correlation of information once all responses have been received and tallied.

There were no questions. Mr. Burrell's report was concluded. No Board action was required.

V. **Administration Committee (Mr. Decker)**

1) **Internal Audit Plan for FY 2011**

Mrs. Jennings, the Department's Inspector General, provided the Committee and Board with an outline/overview of the types and scope of audits performed by the Internal Auditing Unit.

This was for informational purposes only. No Board action is required.

VI. **Correctional Services Committee Report/Policy & Regulations (Mr. Washington)**

There was no quorum of Board Committee members present, therefore, Mr. Washington provided all information and proposed action to the full Board:

1) **Compliance and Accreditation Certifications Section:**  
**State/Local/Regional/Community Facilities**

On behalf of the Committee, Mr. Washington presented the following certification recommendations for consideration by the Board:

**Unconditional Certification for Augusta and Mecklenburg Correctional Centers;**

**Unconditional Certification as a result of 100% compliance for Petersburg City Jail Annex, Galax City Lockup, Southwest Virginia Regional Jail (Tazewell), Rappahannock Regional Jail, Bath County Lockup, Virginia Beach Lockup #2 to include the holding of male and female juveniles in accordance with § 16.1-249.G of the Code of Virginia; and the Norfolk City Jail;**

**Unconditional Certification for Middle River Regional Jail and Fauquier County Jail;**

**Unconditional Certification as a result of 100% compliance for Probation & Parole District #4 (Accomac);**

**And Probationary Certification for Stellar Residential Services, Inc.** This facility was audited in January, 2010. At that time, no documentation was provided that an annual independent financial audit of the agency performed by a certified public accounting firm or a governmental auditing agency as required by *Standard 6VAD15-70-50F* had been performed. In February, the facility advised it had contracted with an

outside accounting firm to have the audit performed. Since that time and despite numerous efforts to ascertain whether the audit has occurred, there is no confirmation that the outside financial audit has occurred.

Mrs. Alksne asked when the audit will be performed. Ms. Lawrence responded she had contacted the facility by telephone and certified mail and has been assured the audit will take place by July 31, 2010. She is recommending probationary certification because the facility knew it had to have this audit performed in accordance with its contract with the Department and has not done so. A letter will be sent to the facility outlining the Board's concerns, stating it will not be certified until the audit is performed. There are approximately nine Department offenders housed by Stellar Residential Services, Inc.

Therefore, By **MOTION** duly made by Mr. Washington and seconded by Mr. Burrell, the Board **APPROVED** the above recommendation by verbally responding in the affirmative (Alksne, Burrell, Paige, Washington).

There were no further questions or discussion. There were no opposing votes. The Chairman then voted his approval of the Motion. There were two absences. Mr. Boshart did not vote, and there are three vacancies. The Motion carried.

2) **Compliance and Accreditation**  
**Unannounced Inspections Section**

Mr. Washington stated that facilities achieving 100% compliance with Life, Health and Safety Standards during their unannounced annual inspections are listed in bold on the agenda.

This is for informational purposes only. No action by the Board was required.

3) **Policy & Regulations**

There was nothing to review this month. However, the Committee was advised of a situation involving the Chesapeake City Jail where it has constructed several temporary housing buildings without having submitted proper documentation or plans to the Board. It was agreed the Board will send a letter to the Sheriff outlining its concerns.

No official action by the Board is necessary at this time. An update will be provided in September.

**VII. Closed Session**

No Closed Session was held.

**VIII. Other Business (Mr. Johnson)**

The Director updated the Board regarding HB30, which requires a list be sent to the Parole

Board of offenders who are eligible to be considered for parole. He also reported an incident which had occurred at Sussex I where an inmate attacked and stabbed a group of three inmates. Two inmates were sent to the hospital, treated and released. A K-9 dog was also injured during the incident but is expected to make a full recovery. The attacking inmate will be prosecuted for the assault.

The Director also reported on two pending court cases; one being brought on behalf of deaf inmates within the Department and the other being brought by Prison Legal News.

Reverend Paige inquired of the Director if there were any issues resulting from the APA audit which would require a policy change to be made by the Board. The Director responded there was not.

The Director reminded the Board that probation and parole offices have video conferencing in place should the Board decide to pursue that avenue for its meetings. Mr. Leininger and Mr. Katz will check into whether this is a viable avenue for the Board to pursue.

The Director advised that the Secretary's monthly agency heads meeting had been held at VCE's White Bark facility in Chesterfield County. A visit and tour of the facility was provided. He suggested the Board may want to hold a meeting there and visit and tour the facility.

Mrs. Woodhouse reported that the Fire Marshal letter, as approved during the May meeting, has been prepared and will be sent to state and local fire officials outlining the Board's concern regarding facilities not having obtained required annual fire safety inspections within the prescribed 12-month timeframe.

The Director had nothing further. The Chairman thanked him for his update.

#### **IX. Board Member/Other Comment**

Mr. Boshart provided his background for the Board. He is a 22-year veteran of the Harrisonburg Police Department and is a Lt. in the Criminal Investigations Division. He has worked with many community boards in Rockingham County and has vast experience in the law enforcement arena. He states he is excited and looks forward to working with everyone. The members welcomed Mr. Boshart.

Chairman Decker then spoke and thanked the Board for its support in electing him. He remarked that his father had been on the Board for 12 years under three different Governors and had been Chairman for six or seven years. He plans to take advantage of this opportunity. He noted the September meetings are as outlined and that further information regarding Board meeting teleconferencing will be forthcoming.

#### **X. Future Meeting Plans (provided for informational purposes - not discussed)**

The September 15, 2010, meetings are scheduled as follows:

**Liaison Committee – 9:30** a.m., Board Room, 6900 Atmore Drive, Richmond, Virginia;  
**Correctional Services/Policy & Regulations Committee – 10:30** a.m., Board Room,  
6900 Atmore Drive, Richmond, Virginia;

**Administration Committee – 12:30** p.m., Board Room, 6900 Atmore Drive, Richmond,  
Virginia;

**And Board Meeting – 1:00** p.m., Board Room, 6900 Atmore Drive, Richmond, Virginia.

X. Adjournment

By **MOTION** duly made by Rev. Paige, seconded by Mrs. Alksne and **APPROVED** by verbally responding in the affirmative (Alksne, Burrell, Paige, Washington), the meeting was adjourned.

There were no further questions or discussion. There were no opposing votes. The Chairman then voted his approval of the Motion. There were two absences. Mr. Boshart did not vote, and there are three vacancies. The Motion carried.

*(Signature copy on file)*

---

PETER G. DECKER, III, CHAIRMAN

---

B. A. WASHINGTON, SR., SECRETARY