

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

Regular Meeting.....April 18, 2018

Location6900 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
Olivia Garland, PhD, Board of Corrections Member
Sheriff Charles Jett, Board of Corrections Member
Heather Masters MD, SFHM, FACP, Board of Corrections Member
Pastor Kevin L. Sykes, Board of Corrections Member
Steve Goff, Board of Corrections
Brian Sutherland, Board of Corrections
Phillip Figura, Board Counsel, Office of the Attorney General
Dawn Kriigel, Department of Corrections
Paul Haymes, Department of Corrections
Ron Hall, Department of Corrections
Emmanuel Fontenot, Department of Corrections
Erma Locust, Department of Corrections
Bob Casey, Department of Corrections
Donna Foster, Department of Corrections

Absent.....Phyllis Randall, Board of Corrections Member
Bobby Vassar. Board of Corrections Member

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

The March 21, 2018 minutes were brought before the Committee for approval.

Upon a **MOTION** by Chairman Francis and duly seconded, the attending members voted unanimously to **APPROVE** the March 21, 2018 Jail Review Committee meeting minutes.

Public Comment

There was no public comment.

Presentations

None

Closed Session

Mr. Jett 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. Francis and duly seconded, the attending members voted unanimously to *Approve* the above recommendations.

Reconvene Open Session

Upon the members' return to open session, Mr. Jett 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 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. Francis 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.

The members agreed to close eight of the open death investigations while in closed session.

I move that the Jail Review Committee close eight completed death investigations.

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

General Discussion

Mr. Goff advised that the Board members would need to develop a format by which to report death reviews to the Governor's office and the legislature in accordance with legislation.

Board of Corrections
Jail Review Committee
April 18, 2018

Mr. Francis asked for a SIR report for the May meeting and a copy of the Jail Death Review Policy 30.3.

Other Comments

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