

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

Regular Meeting.....January 11, 2022

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

Presiding..... Mr. Charles Jett, Acting Chairman

Present.....John F. Anderson, Jr., Board of Local and Regional Jails  
Vernie Francis, Jr., Board of Local and Regional Jails  
Charles Jett, Board of Local and Regional Jails  
Karen Nicely, Board of Local and Regional Jails  
Roland Sherrod, Board of Local and Regional Jails  
Bobby Vassar, Board of Local and Regional Jails

Phillip Figura, Attorney General Office, Board Counsel  
Ryan McCord, Executive Director, Board Staff  
Alison Lautz, Death Investigator, Board Staff  
John Rock, Death Investigator, Board Staff  
Tawana Ferguson, Jail Inspector, Board Staff  
Paul Beaupre, Jail Inspector, Board Staff  
Colleen Maxwell, Jail Inspector, Board Staff

The meeting was called to order at 10:10 a.m. and Acting Chairman Jett welcomed all attendees. Ms. Joanne Pena and Dr. Heather Masters were absent.

**Temporary Voting Powers**

Due to the absence of Ms. Pena, and Dr. Masters, Acting Chairman Jett nominated Mr. Anderson and Mr. Sherrod by appointment to serve the Jail Review Committee as temporary voting members. Both accepted.

**Approval of Minutes**

Minutes were brought before the Committee for approval.

Upon a *Motion* by Mr. Anderson and duly seconded, the attending members voted unanimously to *Approve* the November 17, 2021 Jail Review Committee meeting minutes.

**Public Comment**

None

**Presentation**

None

**Motion to close session**

The following was offered by Mr. Anderson as 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 Mr. Anderson and duly seconded, the attending members voted unanimously to *Approve* the above recommendations.

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

The following was offered by Mr. Anderson 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  
Phillip Figura  
Alison Lautz  
John Rock  
Tawana Ferguson  
Paul Beaupre  
Colleen Maxwell**

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

**Reconvene Open Session**

Upon the members' return to open session, Mr. Anderson 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**

Mr. Jett made the following recommendations in the form of a motion:

**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:**

**\*20-0004**

**\*20-0007**

Upon a *Motion* by Mr. Jett 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*.