

**COMMONWEALTH OF VIRGINIA
BOARD OF CORRECTIONS
CORRECTIONAL SERVICES COMMITTEE MEETING**

Regular Meeting.....March 15, 2017

Location6900 Atmore Drive, Richmond, Virginia

Presiding.....Colin O'Dawe, Chairman

Present..... John F. Anderson, Board of Corrections
Ann Gardner, Board of Corrections
Phyllis Randall, Board of Corrections
Rev. Kevin L. Sykes, Board of Corrections
Bobby Vassar, Board of Corrections
Stephen Draper, Martinsville Sheriff's Office
Laura Hopkins, Martinsville Sheriff's Office
Bill Wilson, RSW Regional Jail
James Whitley, Northwestern Regional Jail
Karen Craig, Southside Regional Jail
Bill Hefty, Hefty, Wiley and Gore
Jeff Gore, Hefty, Wiley and Gore
Jamie Pham, Vectre Corporation
Dick Hall-Sizemore, Department of Planning and Budget
Donna C. Lawrence, Department of Corrections
Bob Casey, Department of Corrections
James Bruce, Department of Corrections
Rebecca Hancock, Department of Corrections
Donna Foster, Department of Corrections

The meeting was called to order at 10:33 a.m. and Mr. O'Dawe presided, welcoming all attendees.

APPROVAL OF NOVEMBER BOARD MINUTES

Chairman O'Dawe presented the November 16, 2016 minutes for review and approval.

Upon a **MOTION** by Chairman O'Dawe and duly seconded, the members voted unanimously to **APPROVE** the November 16, 2016 Correctional Services Committee meeting minutes.

COMPLIANCE, CERTIFICATION AND ACCREDITATION – CERTIFICATION
REPORT: LOCAL/REGIONAL/COMMUNITY FACILITIES

The attending members agreed with the recommendations of the Compliance, Certification and Accreditation Unit to recommend approval to the full Board as follows:

- Western Tidewater Regional Jail (100% Compliance)
- Northern Neck Regional Jail (100% Compliance)
- Highland County Lockup (100% Compliance)
- Alleghany Regional Jail (100% Compliance)
- Page County Jail (100% Compliance)

The attending members asked for a representative of the following jails appear before the Board during the May meeting for further input for certification consideration:

- Rockingham-Harrisonburg Regional Jail
- Smithfield Town Lockup

The attending members agreed to the appeals requested by Superintendent, Bill Wilson on behalf of RSW Regional Jail as follows:

6VAC-15-40-390 LHS: Documentation failed to support all security staff were current in First Aid and CPR training.

APPEAL: In 2015 one staff member was on leave for FMLA during the facility's training dates. He slipped through the cracks and did not receive the recertification. The other 119 security staff received training.

6VAC-15-40-405 LHS: Documentation failed to support all security staff were current in AED training.

APPEAL: As with the above standard, the same security staff missed the training for the Automatic Defibrillator. The officer did have prior training in the AED. The standard only states that staff will be trained in the use of the AED and there is no expiration date.

6VAC-15-40-1100 LHS: Documentation failed to support fire inspections were done every 12 months as required by standard. Last inspection dated 12/2015.

APPEAL: The Fire Marshal conducted a fire inspection in April 2016, however the report was never sent to us. Therefore we did not have it on file at the time of the inspection. On February 24, 2017 the Fire Marshal provided the facility with the 2016 documentation.

Local Facilities (Staffing/Funding and Unannounced Inspections: Local and Regional Jail and Lockups)

- Proposed Board Motion to Grant Suspensions of the 2016 Annual Inspection for the Western Tidewater Regional Jail, Northern Neck Regional Jail, Highland County Lockup, Alleghany Regional Jail and Page County Jail.

NORTHWESTERN REGIONAL JAIL

- Proposed Board Motion to Approve to allow the Northwestern Regional Jail to proceed with its renovation by submitting this project as a Minor Renovation Project.
- Proposed Board Motion to Grant a waiver for the Northwestern Regional Jail plans to proceed with its renovation without performing a Value Management Analysis.
- Proposed Board Motion to Approve the Northwestern Regional Jail request for state funding for the upgrade of the security control system of their existing facility and funding for reimbursement of up to 50% of the estimated eligible costs.

SOUTHSIDE REGIONAL JAIL

- Proposed Board Motion to Grant a waiver for the Southside Regional Jail plans to proceed with its renovation without performing a Value Management Analysis.
- Proposed Board Motion to Approve the Southside Regional Jail request for state funding for the improvement and upgrade of the security doors of their existing facility and funding for reimbursement of up to 50% of the estimated eligible costs.

Other Comments

There being nothing further, the meeting was **ADJOURNED** at 11:22 p.m..