

**The Piedmont Regional Jail Authority Board meeting was held on February 15, 2023**

The following were **Present:**

**Not Present**

Amelia

David Felts  
\*Abraham Redman

Taylor Harvie

Ricky Walker

Buckingham

William Kidd

Daniel Braxton  
Karl Carter

\*Roger Jamerson

Cumberland

Derek Stamey

Darrell Hodges

Robert Saunders

Lunenburg

Edward Pennington  
Tracy Gee

Arthur Townsend  
\*Donald Penland

Nottoway

Ted Costin

Robert Jones

John A. Roark

Prince Edward

J. David Emert  
\*Sarah Puckett

Douglas Stanley

\* David Wilmoth  
Tony Epps

\* denotes alternates

Also present

Jail

Jerry R. Townsend – Superintendent (PRJA)  
Gloria Giles - Secretary

Also present: Captain Steve Wade  
Sgt. Laura Hairston  
Kaitlyn Smith - Clerk

The meeting was called to order by Chairwoman Gee.

Staff in attendance introduced themselves and gave a brief description of their role at the facility.

The board members introduced themselves.

The minutes of the meeting held on January 18, 2023 of the Piedmont Regional Jail Authority Board were approved, by a motion from John Roark, seconded by Abraham Redman.

The treasurer's report for January 2023 was approved by a motion from David Emert, seconded by David Wilmoth.

The accounts payable for January 2023 was accepted by a motion from David Felts, seconded by Edward Pennington.

The current budget was reviewed.

The commissary account was reviewed.

The Superintendent discussed the transportation report, jurisdiction report, and the billing summary for January 2023.

The Superintendent's update addressed the following:

Board Meeting Piedmont Regional Jail Authority  
February 15, 2023

Staff attending meeting will introduce themselves and give brief bio.

**Old Business**

1. Commonwealth Strategy Group Update (Vice Chair Mr. Stanley)

**The Superintendent is hopeful that the request for additional staff will pass and be included in the governor's budget.**

2. COVID #19 : 0 positive offender / 0 positive cases staff
3. Medical Wellpath (CCS) : Vacancies 2 RN's
4. Westwood Medication Bill (January 2023)
5. Sanitation / Renovations Update
6. Capital Projects Update : Bar Screen / Tower Replacement/ Key Watcher Touch/ dishwasher (see photo attachments)  
**Key Watcher has been installed.**  
**Towers are being installed and should be completed soon.**  
**Dishwasher has been installed.**  
**The Superintendent will meet with Anderson Construction, Inc., and the jail attorney on February 23, 2023 to review their quote and sign a contract for the bar screen project if acceptable.**
7. Security Vacancies ( Security Officer 20 )
8. VCBR (12 offenders)

9. GED and Special Education Classes Update ( 3 females/ 4 males)
10. Successful Living Program (11 females / 8 Males )
11. Tool Control Update (March 1 completion date)
12. Intake Supervisor (Vacant)
13. Intel Officer Position (Vacant)

#### **New Business**

**1. RFP for Medical Services Update**

**Negotiations will begin on February 23<sup>rd</sup> with Medico. Medico scored the highest when evaluated.**

**The dentist has resigned. A RFP for dental services will be advertised for services for 16 hours per week.**

**2. Power DMS (Electronic Training Records) Update**

**This system will kick off March 1, 2023**

**3. Body Scanner (Front Entry Area)**

**The Superintendent reminded the board that he will be purchasing this equipment in the next fiscal year.**

**4. Pilot replacing Locking Mechanisms in M pod then if satisfied through attrition complete (B, C and D pods)**

**Superintendent is moving forward with negotiations with Willo Products Company to purchase locks for M pod.**

**5. 23/24 FY Budget Planning (80% for Health Insurance and Staffing Increase of 7.5%)**

**Finance committee was presented a first draft of the budget for next fiscal year.**

**6. \*\* Close Session if necessary\*\***

On a motion by Ted Costin, seconded by John Roark the meeting was adjourned to the Regular meeting on March 15, 2023.

**All motions carried unless noted.**

*Gloria Gules*, Secretary