

The Piedmont Regional Jail Authority Board meeting was held on August 16, 2023

The following were **Present:**

Not Present

Amelia Taylor Harvie

David Felts
*Abraham Redman

Ricky Walker

Buckingham William Kidd

*Roger Jamerson
Daniel Braxton

Karl Carter

Cumberland Darrell Hodges
Derek Stamey

Robert Saunders

Lunenburg Edward Pennington
Tracy Gee

Arthur Townsend
*Donald Penland

Nottoway Robert Jones

Ted Costin

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: Major Lanay Walker. PRJA Administrative Major
Sgt. Charles Scott – PRJA Training
Selena Waddell - PRJA Officer
Edward Burrell - PRJA Officer
Porsha Patchin - PRJA Officer
Chris Tyree - PRJA Officer
Louisa Conn - PRJA Officer
Troy Tomlin - PRJA Officer
Jordan Hicks - PRJA Officer

Patricia Byrd - PRJA Officer
Dusty Seymour - PRJA Officer
Kenneth Davis - PRJA Officer
Tonya Jones - PRJA Officer
Dean Westerlund – PRJA IT

The meeting was called to order by Chairwoman Gee.

Staff in attendance introduced themselves. The board members introduced themselves.

The minutes of the meeting held on July 19, 2023 of the Piedmont Regional Jail Authority Board were approved, by a motion from Doug Stanley, seconded by Darrell Hodges with the correction that “plot” was changed to “plat” in the item concerning the probation and parole property.

The treasurer’s reports for July 2023 were approved by a motion from William Kidd, seconded by Edward Pennington. Mrs. Giles reported that the jail’s bank account had been compromised. A new account has been opened and all activity in the old account will cease as soon as possible. The old account is being monitored until the transition to the new account is complete. The jail is working with the bank to implement a system to lessen the likelihood of fraud to the account in the future. There is a treasurer’s report for both the old and new accounts included in this month’s packet.

The accounts payable for July 2023 was accepted by a motion from Doug Stanley, seconded by Edward Pennington.

The Budget was reviewed.

The commissary account was reviewed.

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

The Superintendent informed the board that officers used for guarding offenders in the hospital will work an 8 hour day.

The Superintendent’s update addressed the following:

Board Meeting Piedmont Regional Jail Authority Agenda

August 16, 2023

Staff attending meeting will introduce themselves and give brief bio.

Old Business

1. Westwood Medication Bill (July 2023)
2. Suicide Prevention (All female pods completed)
3. Capital Projects Update: Bar Screen / Key Watcher Touch
4. Exterior Doors (14) temporary enhancements completed

5. Security Vacancies (Security Officers/Projected to be at 24 at end of month)
6. VCBR (13 offenders)
7. GED and Special Education Classes Update (3 females/ 7 males)
8. Successful Living Program (2 females / 4 Males)
9. Successful Living Peer Support Group (1 females / 3 males)
10. Drivers Education Class (9 females / 11 males)
11. Pay for Performance and Shift Differential Pay (tabled)
12. Cost analysis for housing federal offenders. (Current rate is 65/75 dollars for any over 92. Per Jail Cost report should be charging \$77.51 expenditures per diem with debt services)
13. Facility Operations (Restricted Movement on the Night Shift Continues)

New Business

1. **Mediko onboarded August 1st (Mrs. Fowlkes as HSA)**
2. **Transitioned to New Dentist (Micheal Shakroo) and Dental Assistant (Satina Jones) July 10th (Everything going well at this point)**
3. **Capital Projects are still in progress. Need jail board approval to continue to move forward with the Perimeter enhancements and cell door and control room door enhancements.**
 - a. **Exterior Doors to be upgraded to a more secure door with a tamper proof locking system with visual and auditable alarms. See capital projects list.**
 - b. **Interior cell doors to have current locking mechanism replaced with tamper proof locks. Offender are defeating the locking mechanism and exiting cell without staff approval. This poses a serious security risk and safety hazard for staff and offenders. Recommend Tamper proof Locks. See capital projects list**

- c. **Perimeter Fence Enhancement (Additional Razor Wire/ Fence Detection System) See capital projects list**
RFP's are being drafted and will be advertised for Capital Projects as needed.

The board of local and regional jails has approved a 25% reimbursement on the anticipated cost of the necessary security enhancements. This reimbursement is estimated at \$85,000. The Superintendent will keep the board of local and regional jails updated as the projects move forward. This is for items 3, 4, and 6 of the revised capital projects list. No project will proceed without the board's approval. The board reiterated that it is important to adhere to the capital project budget of \$329,200 for FY2024. It may be that some items will need to be re-prioritized, and some projects pushed to the next fiscal year. The board requested that emphasis be directed to replacing interior doors that pose security risks first.

The Chairwoman requested that the Superintendent be allowed to sign off on the sub-recipient monitoring agreement drafted by Lunenburg County for use of ARPA funds for capital projects at the jail as identified in the document. (By a motion from Doug Stanley, seconded by Edward Pennington, this was approved.) This document must also be signed off on by the finance director at the jail.

The Superintendent will schedule meetings with Sheriffs to tour courthouse entry points for offenders. He will then make recommendations for enhancements to these areas.

The Superintendent requested that as localities upgrade to the P25 radio system that they mirror Prince Edward so the jail will be able to talk to all jurisdictions.

Photos were distributed of the new tool room. All tools are now inventoried.

The next project is the key watch - to identify who has keys and where all keys are located.

d. Updated Capital Projects List (August 16, 2023)

**** Closed Session if Necessary****

By a motion from Darrell Hodges, seconded by Edward Pennington, the meeting was adjourned to September 20, 2023.

All motions carried unless noted.

Gloria Gily, Secretary

Piedmont Regional Jail
Capital Projects List 2023/2024
Revised: August 16, 2023

Projects are prioritized with estimated cost.

FY 2023/2024

1. Complete Bar Screen (Waste Water) Project: Projected **Completion Date (December 2023): \$500,000.00**
2. PRJ shall replace (17 Doors) exterior doors and locks through attrition. The exterior doors shall be equipped with audible and visual alarms. Presently 14 exterior doors have been completed and whenever the door is opened the audible and visual alarms are activated inside of the jail and inside the control room. This system has been installed by the maintenance department as a temporary fix.
3. The permanent replacement of the 17 exterior doors will be replaced with a security grade door and tamper proof locking system with audible and visual alarms installed. **CML gave a quote of: \$150,000.00.**
4. CML security also gave a quote on replacing the cell door locks in the M pod and D pod housing units (high security unit) to minimize offenders from exiting cells unauthorized: **\$80,000.00.**
5. Perimeter Fence Enhancement: Having additional razor wire installed round entire facility will cost approximately **\$450,000.00.**

6. Integrated Security Systems gave a quote on an outer/inner fence detection and roof microwave detections system: **\$114,000.00**. Convergent will be submitting a quote on a fence detection system in near future.
7. Install additional bar grill gate at the entrance of each control room to minimize a breach of security in the event an offender is accidentally entry. The additional security door will ensure the officer identify everyone before allowing access to the control room. **\$ Unknown at this time**
8. JMS Suicide Prevention Project Completion (A, B, C, D, F and 02 pod): **\$150,000.00**
9. Replace flooring in Tray Room: **\$150,000.00**
10. Electronic Mail System: **\$100,000.00**
11. Repave Perimeter Road and Training House Road : **\$150,000.00**

FY 2024/2025

1. Body Scanner (Front Entrance): \$160,000.00
2. Upgrade Housing unit Control Panels/ ensure override system is in place. **\$\$ Unknown**
3. Administration Building: Gathering information on the Town Building that may be for sale in the future. **\$ (Unknown at this time)**
4. Warehouse: Need a receiving and distribution center for materials and supplies.
5. Annex Housing (Work Release/Outside Workers/Weekenders) / Medical Housing Unit)