

The Piedmont Regional Jail Authority Board meeting was held on October 18, 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

Philip Vannoorbeeck
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: Major Lanay Walker
Sgt. Charles Scott – PRJA Training
Raheem Joseph - PRJA Officer
Montel Phillips – PRJA Officer
Lt. Robert Williams
Cynthia Capel- Records Department

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 September 20, 2023 of the Piedmont Regional Jail Authority Board were approved, by a motion from David Emert, seconded by Edward Pennington.

The treasurer's report for September was approved by a motion from David Emert, seconded by Robert Saunders.

The accounts payable for September 2023 was accepted by a motion from William Kidd, seconded by Douglas Stanley.

The Budget was reviewed.

The commissary account was reviewed.

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

The Superintendent continued with his Agenda:

Piedmont Regional Jail Authority Board Meeting Agenda

October 18, 2023

Staff attending meeting will introduce themselves and give brief bio.

Old Business

1. Westwood Medication Bill (September 2023)
2. Suicide Prevention (All female pods completed)
3. Capital Projects Update: Bar Screen
4. Exterior Doors (16) temporary enhancements completed **Key Watcher Touch (Transportation/ Release Department)**
5. Security Vacancies (26)
6. VCBR (17 offenders /4 have been sentenced to DOC)
7. GED and Special Education Classes Update (3 females/ 3 males)
8. Successful Living Program (10 females/ 9 males)
9. Successful Living Peer Support Group (1 females/ 2males)
10. Drivers Education Class (5 females / 9 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. **Employee 2% increase effective December 1st for all staff \$106,503.00**
2. **Increase of per diem for LR offenders from \$4 to \$5 per day.**
3. Capital Projects are still in progress. Interior cell door and control room door enhancements. 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 and monitoring system in control rooms. See capital projects list. Had two (2) contractors attend pre-bid meeting held on 9/12/2023. **(CML Security and Fincham Construction (Ohio)) Original cut off was 10/2/2023. No bids received however a CML contractor requested an additional walk thru 10/18/2023 to get additional details. The information will then be included in a newly submitted RFP.**
 - A. Exterior Doors (16) to be upgraded to a more secure door with a tamper proof locking system with visual and auditable alarms. Monitoring systems via control rooms and main hallway. See capital projects list. **Additional walk through on October 18, 2023 CML see above.**
4. Perimeter Fence Enhancement (Fence Detection System/ Additional Razor Wire) **Pre-Bid Conference for fence**

detection October 11, 2023. Had several attendees. Closes on 10/30/2023

5. FLIPP Program – Raye Elliott (12 offenders November 13-18, 2023)

6. Updated Capital Projects List (October 11, 2023)

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

The Superintendent and the Majors will leave after the meeting today to meet with the US Marshals in North Carolina to discuss again housing federal inmates.

The Superintendent stressed that the \$329,200.00 budgeted for capital projects will not begin to cover the cost of the cell doors, and locking mechanisms. Once the bids are received, he expects the costs to be 1 or 1.5 million dollars.

The bar screen project will begin in mid-November.

Taylor Harvie voiced concern about the cost of medical care and prescriptions. He would like for these to be looked at again at some point and researched for cost saving options.

On a motion by David Emert, seconded by Edward Pennington and carried, the Board entered into closed session pursuant to VA Code Section 2.2-3711(A1) to discuss a personnel matter.

"WHEREAS, the Piedmont Regional Jail Authority Board ("Board") convened a Closed Session Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section §2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

Taylor Harvie, Amelia County	- aye
Ricky Walker, Amelia County	-aye
William Kidd, Buckingham County	- aye
Daniel Braxton, Buckingham County	-aye
Karl Carter, Buckingham County	-aye
Robert Saunders, Cumberland County	-aye
Tracy Gee, Lunenburg County	- aye
Edward Pennington, Lunenburg County	- aye
Tony Epps, Prince Edward County	- aye
David Emert Prince Edward County	-aye
Douglas Stanley, Prince Edward County	-aye

David Emert made a motion, seconded by Douglas Stanley and unanimously approved, to return to Open Session."

By a motion from David Emert, seconded by Edward Pennington the Superintendent's annual salary will increase to \$141,561.00. This will be retroactive to October 1, 2023. The chairwoman will meet with the Superintendent after the meeting to discuss his evaluation.

By a motion from Doug Stanley, seconded by Edward Pennington, the meeting was adjourned to December 20, 2023.

All motions carried unless noted.

Moria Giles, Secretary

Piedmont Regional Jail
Capital Projects List 2023/2024
Revised: October 11, 2023
Projects are prioritized.

FY 2023/2024

1. Complete Bar Screen (Waste Water) Project: Projected **Completion Date (April 2024)**
\$500,000.00

2. **HOUSING UNITS B, C, D, M (interior Cell Doors Lock replacements)**
RFP closes October 2, 2023.

- i. Current cell doors are hinged and consist of Southern Folger 120M electro-mechanical locks. There are 44 doors in these locations.
- ii. Replace existing locks with detention grade tamper resistant locks with the capability to display status of lock position (secure or unsecure) at the cell location and control room.
- iii. Each cell door shall have an electro-mechanical lock that will operate with our existing control center.
- iv. Each lock shall have capability to operate by key during emergency situations.
- v. All locks

A. Housing Unit A

- vi. Current cell doors are sliding doors. There are 12 cells in this location
- vii. Convert sliding doors to hinged doors with detention grade tamper resistant locks with the capability to display the status of the lock position (secure or unsecure) at the cell location and control room.

Exterior doors

- viii. There are sixteen (16) doors on the exterior of the facility. This includes 8 commercial grade doors to be upgraded to detention grade doors and locks, five (5) detention grade doors that require existing locks to be replaced and add audio and visual alarms, two (2) detention doors that currently have audio alarms but will require a visual alarm installed, as well as replace existing locks, and one (1)

detention door that require the existing locks to be replaced and add an audio and visual alarm to the door.

PHASES OF WORK

- b. Phase 1:
 - i. Replace locking mechanism in cell doors in Housing Units C, D, M and install steel frame mesh doors to three (3) control rooms.
 - c. Phase 2:
 - i. Replace locking mechanism in cell doors in Housing Units A and B. Cell doors in housing unit A currently has sliding doors and shall be converted to hinged doors.
 - d. Phase 3:
 - i. Replace and/or repair sixteen (16) exterior doors with detention grade doors and locks. Each door shall have an audio and visual alarm installed.
3. 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. **(RFP closes October 30, 2023/ Pre-bid conference October 11, 2023)**
 4. Perimeter Fence Enhancement: **Hurricane Fence** gave a quote for additional razor wire installed round entire facility will cost approximately **\$450,000.00**.
 5. Replace flooring in Tray Room: **\$150,000.00**
 6. Electronic Mail System: **\$100,000.00**
 7. JMS Suicide Prevention Project Completion (A, B, C, D, F and 02 pod): **\$150,000.00**
 8. Repave Perimeter Road and Training House Road: **\$150,000.00**

FY 2024/2025

1. Upgrade Housing unit Control Panels/ ensure override system is in place. **\$\$ Unknown**
2. Body Scanner (Front Entrance): **\$160,000.00**
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)