

The Piedmont Regional Jail Authority Board meeting was held on January 17, 2024

The following were **Present:**

Not Present

Amelia Taylor Harvie
David Felts
*Phillip Siegle

Ricky Walker

Buckingham William Kidd

Karl Carter

*Roger Jamerson
Daniel Braxton

Cumberland Darrell Hodges
Derek Stamey

Robert Saunders

Lunenburg Edward Pennington
Tracy Gee

Arthur Townsend
*Donald Penland

Nottoway Robert Jones
William Collins

Steve Bowen

Prince Edward
J. David Emert

Douglas Stanley
* David Wilmoth
Tony Epps

*Sarah Puckett

* Denotes alternates

Also present

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

Also present: Captain Steve Wade
Major Lanay Walker
Denesha Harris – Records Clerk

The meeting was called to order by Superintendent Jerry Townsend who opened the floor for nominations for Jail Board Authority Chairman. Tracy Gee was nominated by Douglas Stanley for Chairwoman. Douglas Stanley was nominated by Tony Epps for

Vice chairman. Gloria Giles was nominated for secretary by Tracy Gee. There were no other nominations. By a unanimous vote Tracy Gee was elected as Chairwoman, Douglas Stanley was elected as Vice Chairman, and Gloria Giles was elected secretary for 2024.

The Board and staff in attendance introduced themselves.

The minutes of the meeting held on December 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 December 2023 was approved by a motion from David Emert, seconded by Edward Pennington.

The accounts payable for December 2023 was approved by a motion from William Kidd, seconded by Derek Stamey.

The Budget was reviewed.

The commissary account was reviewed.

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

The Superintendent continued with his Agenda:

Piedmont Regional Jail Authority Board Meeting Agenda

January 17, 2024

Staff attending meeting will introduce themselves and give brief bio.

Old Business

1. Westwood Medication Bill (December 2023)
2. Capital Projects Update: Bar Screen in progress (**Give update**)
3. **Key Watcher Touch Update (Release Department)**
4. Security Vacancies (15)
5. VCBR (15 offenders /1 pending DOC)
6. GED and Special Education Classes Update (**Going Well**)
7. Successful Living Program (**Going Well**)
8. Successful Living Peer Support Group (**Going Well**)
9. Religious Services (**Going Well**)
10. Drivers Education Class (**Going Well**)
11. Pay for Performance and Shift Differential Pay (**tabled until budget work session for 24/25 FY**)

The Superintendent will put this back on the table for consideration in the next budget as an incentive for individuals to work night shift.

- 12. Cost analysis for housing federal offenders. (Effective December 1st 2023 there no longer an exemption for federal offenders. Current per diem rate is 65 dollars. \$75 dollars per diem for any over 92. Per Jail Cost report 2022 indicates that we should be charging \$77.51 expenditures per diem with debt services.**

New Business

- 1. Give update on additional post coverage at Front Gate and Intake. L Building Control Room and L Building Floor to be under Direct Supervision.**
- 2. Make motion to award RFP to contractor for replacement of interior cell doors and exterior exit doors. Replace with exterior exit doors with audible and visual alarms. Construct additional security gates and establish sallyports in entrance of control rooms. (CML, Broomfield Colorado \$1,486,731.00 or Cornerstone, Garner North Carolina \$ 1,435,855.00. The chairwoman and other members of the finance committee discussed the differences in the two proposals. Doug Stanley made the following motion seconded by Derek Stamey and carried.**

Finding that the proposal meets the evaluation criteria as identified in the RFP #FY24-3, I move that the Piedmont Regional Jail Authority Board of Directors award a contract to CML Security, LLC for the upgrade of locks and associated security equipment upgrades as identified in the RFP at a total cost not to exceed \$1,486,731. I further move that the project be phased in over the FY 24 (Phase 1 &4), FY25 (Phase 3), and FY26 (Phase 2) fiscal years and include a 15% project contingency budget. Such approval includes the service/maintenance agreement as outlined in the proposal from CML. Funding for the project shall be obtained from a combination of capital outlay funding (budget line 58100), excess federal inmate revenue* (budget lines 41606 and 41608), and carryover funding from proceeding fiscal years. I further authorize the Superintendent and Board Chair/Vice-Chair to sign the purchase contract as outlined

*Excess federal inmate revenue is excess over budgeted - \$284,700 in FY24.
Any amount over the 15% contingency will need to come back to the Jail Board for approval.

3. Perimeter Fence Enhancement (Fence Detection System) Pre-Bid Conference for fence detection October 11, 2023. Had several attendees. Closes on 10/30/2023. Three bids received were **James River Communications, Powhatan, Va. \$160,689.28 / Stanford Federal, Stafford Virginia \$86,636.00. / ASI Security Inc., Virginia Beach \$136,123.22**
4. Updated Capital Projects List (January 2024) Handout

The Chairwoman reminded everyone that as a member of the board they must provide a copy of their Statement of Economic Interest each year by February 1st.

David Emert requested that the board look into the attendance requirement for the board meetings.

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

By a motion from David Emert seconded by David Felts, the meeting was adjourned to February 21, 2024

All motions carried unless noted.

Gloria Giles, Secretary