

**The Piedmont Regional Jail Authority Board meeting was held on October 16, 2024**

The following were **Present:**

**Not Present**

Amelia Clarence Monday  
David Felts

\*Phillip Siegle

Ricky Walker

Buckingham William Kidd

\*Albert Jamerson

Daniel Braxton

Karl Carter

Cumberland

Darrell Hodges

Derek Stamey

Robert Saunders

Lunenburg Edward Pennington  
Tracy Gee

Arthur Townsend

\*Donald Penland

Nottoway Steve Bowen  
Robert Jones  
William Collins

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  
Charles Scott – LT Training  
William Dodson – RN  
Officers: N. Carter, J. Massicot, J. McCormick, K. Parrish, S. Walton,  
R. Munoz, A. Smith

The meeting was called to order by the Chairwoman, Tracy Gee.

Guests in attendance and board member introduced themselves.

The minutes of the meeting held on September 25, 2024 of the Piedmont Regional Jail Authority Board were approved, by a motion from Davis Emert, seconded by Doug Stanley with the correction that the wording (guard rate) be changed to( officer rate).

The treasurer's report for September 2024 was approved by a motion from David Emert, seconded by Edward Pennington.

The bills/warrants for September 2024 were approved by a motion from Doug Stanley, seconded by David Emert.

The Budget was reviewed. **(The board was informed that the second quarter billing was reduced by the amount of cash on hand on June 30, 2024.)**

The commissary account was reviewed. **(commissary funds have increased)**

The Superintendent discussed the transportation report, jurisdiction report, and the billing summary for September 2024.

The Superintendent continued with his Agenda:

## **Piedmont Regional Jail Authority Board Meeting Agenda**

October 16, 2024

Staff attending meeting will introduce themselves and give brief bio.

### **Old Business**

- 1. Key Watcher Touch Update (Release /Intake Department Operational) In process of gearing up Main Jail key system.**
2. Security Vacancies (12 officers)
3. VCBR (17 offenders)
4. GED and Special Education Classes Update **(Going Well)**
5. Successful Living Program **(Graduation October 18)**
6. Successful Living Peer Support Group **(Going well)**
7. Religious Services **(Going Well)**
8. Drivers Education Class **(Going Well)**
9. Cost analysis for housing federal offenders. **(Effective November 1<sup>st</sup> 2024 Per diem rate is 93 dollars. Security Officers rate will be 35 dollars per hour. Per Jail Cost report 2023 indicates our per diem including debt services \$88.12.**
10. **CML has been award the contract (\$1.486,731.00) to enhance exterior doors (audio/visual alarms) and interior cell doors with**

**light indicators to identify when doors are secured verses unsecured. Also to install entrance sallyports prior when entering control rooms.**

11. FY 24/25 Budget and appropriations approved in May 2024
12. Commissary Storage Replacement
13. K9 Replacement and Officer Training scheduled for (January 2025) four weeks of training. Retire Badger and donate to Officer Arthur (K9 Handler)
14. FCC telecommunication rates (April 2025)
15. **Pending Approval:** Submitted documentation requesting increase in price per diem for housing federal offenders. Also, a price increase for hourly rate for security staff. The mileage rate will be the government rate.
16. **Update CIP 24/25**
17. **Fence Intrusion System (Tentative Start Date November)**
18. **Decision Points and Making it on Supervision”**

### **New Business**

1. Westwood Medication Bill (September 2024).
2. Planning for a volunteer banquet to show appreciation for their services.

**\*\* Close Session if Needed \*\***

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.*

Clarence Monday, Amelia County  
David Felts, Amelia County

- aye  
-aye

Ricky Walker, Amelia County	-aye
William Kidd, Buckingham County	- aye
Daniel Braxton, Buckingham County	-aye
Robert Saunders, Cumberland County	-aye
Derek Stamey, Cumberland County	-aye
Tracy Gee, Lunenburg County	- aye
Edward Pennington, Lunenburg County	- aye
Steve Bowen, Nottoway County	-aye
Robert Jones, Nottoway County	-aye
William Collins, Nottoway 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 Derek Stamey, seconded by Robert Saunders the Superintendent's annual salary will increase to \$152,000.00. David Emert and Doug Stanley abstained from voting on this motion. This will be retroactive to October 1, 2024. The chairwoman will meet with the Superintendent after the meeting to discuss his evaluation.

By a motion from Doug Stanley seconded by David Emert the meeting was adjourned to November 20, 2024.

**All motions carried unless noted.**

*Victoria Gills*, Secretary