

The Piedmont Regional Jail Authority Board meeting was held on April 16, 2025

The following were Present:

Not Present

Amelia Eric Pollitt (New County Administrator)
 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
Officers: Callands, Ligon
Camellia Patman -HR Director
Capt. Kevin Hicks

The meeting was called to order by the Chairwoman.

Guests in attendance and board members introduced themselves.

The minutes of the meeting held on March 19, 2025 of the Piedmont Regional Jail Authority Board were approved, by a motion from David Emert, seconded by Edward Pennington.

The treasurer's report for March 2025 was approved by a motion from David Emert, seconded by Robert Saunders.

The bills/warrants for March 2025 were approved by a motion from William Collins, seconded by Doug Stanley.

The Budget was reviewed

The Chairwoman reminded the board that the FY2026 draft budget was distributed at last month's meeting. The draft included a 5% increase for salaries and this is now the proposed budget. The budget will be up for consideration at the May meeting. Any concerns need to be addressed with the finance committee.

The commissary account was reviewed.

The Superintendent discussed the transportation report, jurisdiction report, and the billing summary for March 2025.

Ms. Patman gave the board an update on the staffing numbers and efforts being made to continue to attract and retain staff. Staff vacancies are at the lowest point since the Superintendent has been at the jail. The goal is to create a wait list to ensure the jail is fully staffed at all times,

The Superintendent continued with his Agenda:

Piedmont Regional Jail Authority Board Meeting Agenda

April 16, 2025

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 (4 officers)**
- 3. VCBR (16 offenders)**
- 4. GED and Special Education Classes Update (Going Well)**
- 5. Successful Living Program (Going well)**
- 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 1st 2024 Per diem rate is 93 dollars (Approved).**)
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. Commissary Storage Replacement (awaiting Final Inspection from Building Inspector)
12. FCC telecommunication rates (April 1, 2025)
13. **Fence Intrusion System (Tentative Start Date November)**
14. **Decision Points and "Making it on Supervision"**

New Business

1. Human Resources Updates: Ms. Patman
2. Statement Of Economic Interest (Reminder for Board Members)
3. Medication Statements (March 2025)
4. Capital Projects Update (Captain Hicks)
(The Superintendent has stressed to CML and James River Communications that they need to complete their projects timely. (Both are behind schedule). The fence and lighting projects are in progress.
5. FCC Telecommunication Contract Negotiations (Via Path)
6. FY2026 (Budget)
7. 2026/2027 (Finance Committee)

The Superintendent explained that the newly developed scorecard will be distributed each month. This scorecard tracks how well the jail is doing in different areas and areas where improvements are needed.

The Superintendent will have the operational Assessment for the jail completed by the end of May.

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

The June meeting for the jail board has changed to June 25, 2025.

By a motion from David Emert seconded by Edward Pennington the meeting was adjourned to May 21, 2025.

All motions carried unless noted.

Gloria Giles, Secretary