

**The Piedmont Regional Jail Authority Board meeting was held on July 21, 2021**

The following were **Present:**

**Not Present**

Amelia Taylor Harvie  
David Felts  
Ricky Walker

Abraham Redman

Buckingham \*Roger Jamerson  
Frank Knott  
Karl Carter

William Kidd

Cumberland Don Unmussig  
Robert Saunders

Darrell Hodges

Lunenburg Edward Pennington  
Tracy Gee  
Arthur Townsend

\*Donald Penland

Nottoway John Anzivino  
John A. Roark

Robert Jones

\*C.L. Abernathy Jr.

Prince Edward James Garnett  
Douglas Stanley  
Tony Epps

\*Sarah Puckett

\* David Wilmoth

\* denotes alternates

Also present

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

The meeting was called to order by the Chairman.

The minutes of the meeting held on June 16, 2021 of the Piedmont Regional Jail Authority Board were approved by a motion from John Anzivino, seconded by Douglas Stanley.

The treasurers' report for June 2021 was approved by a motion from John Roark, seconded by Edward Pennington.

The accounts payable for June 2021 was accepted by a motion from Douglas Stanley, seconded by John Anzivino.

The current budget was reviewed.

The commissary account was reviewed.

The Superintendent discussed the transportation report, jurisdiction report, and the billing summary for June 2021.

The Superintendent's update addressed the following:

There is currently one positive case of COVID in the offender population. There was a vaccine clinic held on July 14<sup>th</sup>. A total of 181 offenders have been vaccinated this year. 100 doses are currently available, with an additional 100 to be ordered,

Wellpath continues to face staff shortages. On July 1<sup>st</sup> Wellpath lost their mental health professional. She has agreed to work as a PRN one day a week. CSN is providing 10 hours a week to help with the mental health shortage. With the new mental health evaluation requirements this shortage produces a challenge. If staffing and performance of the medical department fail to improve other options for medical services may be explored. The board will be notified if this becomes necessary.

Sanitation continues within the jail.

The next county work gang will be female. The female offenders need the opportunity to participate in work programs as well as the male offenders.

The camera project should be completed next week. CCTV is currently on site installing these cameras.

Staff vacancies continue but should be down to 12 at the end of the month in security. There is also a food service supervisor vacant as well as 2 cook positions. If these shortages in food service continue after September or October it may be necessary to look into contract food service for at least the Supervisory and Cook positions.

The medication list for most counties went down. Nottoway County had an increase in their cost.

The Crossroads forensic discharge planning grant was not approved. The grant was awarded to areas with a higher number of more serious mental health inmates.

The Jail's Website will be revamped. It will be updated and more user friendly. The Keefe commissary contract provides a grant annually for technology upgrades. Part of these funds will be used for the Website project.

VCBR offender count has again increased.

The pre-audit by Mary Earhart will be on July 27<sup>th</sup> and July 28<sup>th</sup>. The financial audit is scheduled beginning on August 30, 2021.

There is currently one offender case in litigation. The alleged incident occurred prior to the Superintendent's employment.

Employee evaluations are due by the end of July. A new form will be developed for use next year. The executive team along with the Superintendent will work on the development of this form.

The jail remains a zero tolerance facility in regards to drug use. The recent legalization of marijuana will not change any current policy or procedures.

Employee training will be re-evaluated. The number of officers failing to obtain certification from CVCJA is an increasing concern. Increasing the length and degree of training prior to the officers attending the academy will be considered.

A walk-in freezer will be purchased to increase the storage capacity for food items. In an emergency there is not have enough food inventory on hand to last more than a few days. It may be possible to purchase this with commissary funds.

The K-9 is now on site for use. A kennel will be constructed for PRJ Badger (dog's name).

Crossroads will facilitate Narcan training for staff.

Visitation will begin in September or October. Visitation will be on Friday, Saturday, and Sunday and approved Holidays only.

The jail attorney is drafting a contract for the Chaplain. The chaplain's services are paid for out of the commissary account. The Chaplain's hours are being increased to provide services as needed to all offenders.

A personnel committee will meet after the regular scheduled meeting on August 18th to complete the Superintendent's annual evaluation. Members of this committee are Tracy Gee, Sheriff Epps, John Roark, Robert Saunders, David Felts, Sheriff Townsend, Karl Carter and James Garnett.

The meeting was adjourned to August 18, 2021 at the jail's conference center.

**All motions carried unless noted.**

\_\_\_\_\_, **Secretary**