

**The Piedmont Regional Jail Authority Board meeting was held on September 15, 2021**

The following were **Present:**

**Not Present**

Amelia Taylor Harvie  
David Felts  
Abraham Redman

Ricky Walker

Buckingham William Kidd  
Daniel Braxton  
Karl Carter

\*Roger Jamerson

Cumberland

Darrell Hodges

Robert Saunders

Lunenburg Edward Pennington  
Tracy Gee

Arthur Townsend  
\*Donald Penland

Nottoway Ted Costin  
Robert Jones  
John A. Roark

\*C.L. Abernathy Jr.

Prince Edward

James Garnett  
\*Sarah Puckett

Douglas Stanley

\* David Wilmoth

Tony Epps

\* denotes alternates

Also present

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

The meeting was called to order by the Vice Chairman. Those in attendance introduced themselves.

The minutes of the meeting held on August 18, 2021 of the Piedmont Regional Jail Authority Board were approved by a motion from John Roark, seconded by Edward Pennington.

The treasurers' report for August 2021 was approved by a motion from Edward Pennington, seconded by Douglas Stanley.

The accounts payable for August 2021 was accepted by a motion from William Kidd, seconded by Tony Epps.

The current budget was reviewed.

The commissary account was reviewed.

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

The Superintendent's update addressed the following:

1. COVID / Vaccine Update: There are no positive COVID staff or offenders at this time. There has been 64 staff fully vaccinated and 225 offenders. There are 100 vaccines on inventory at this time.
2. Budget (Administrative Assistant) Revenues are low. Second quarter billing will be sent out in early October.
3. Wellpath Medical Update: New Health Services Administrator (Ms. McPherson) Mental Health: Mrs. Tara Barksdale full time and Mrs. Randolph 10 hours per week.
4. Sanitation (Update) ongoing process.
5. Capital Projects: Bar Screen (RFP being drafted by Timmons Group)  
Spoke with Juvenile Administrator on shared funding for project. Tracy Gee requested that the Juvenile contribution be cost relative.
6. Staff Vacancies (1 Cooks and 1 Food Service Supervisor, 19 Security Officers) There should be 15 security vacancies at the end of the month.
7. Position Description Update due(Mid October)
8. Medication Bill (Counties) Bill reduced this month
9. Financial Audit Outcome (Administrative Assistant) No deficiencies were noted. Financial reports should be received in October or November.

10. Institutional Training Enhancement (effective October 10<sup>th</sup>)  
Training will increase from two to five weeks.
11. Walk-In-Freezer and Generator (Pending)
12. Visitation (Tentative to resume in October) the visitation policy has been re-written and a visitation brochure is being developed.
13. Citizen Complaints (Superintendent) please contact Superintendent with complaints to allow him to investigate.
14. Bonus Compensation Board (Superintendent /Administrative Assistant) the requested Bonus Structure was discussed and will be forwarded in detail to the county administrators for review and will be added to the agenda for discussion at the October meeting.
15. Death of Offender Erick Owens / North Carolina (COVID Complications) 9/12/2021.
16. VCBR (16)

Mr. Stanley suggested that the compensation board again be contacted to try and increase the number of compensation board positions for the jail. After discussion Mr. Roark made a motion seconded by Mr. Pennington to hire a lobbyist at a cost of around \$10,000 to represent the jail in this matter.

The personnel committee recently met to discuss the Superintendent's evaluation. The vice chairman requested a motion to discuss the evaluation results.

On a motion by Tony Epps, 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.*

Tracy Gee, Vice-Chairman	- aye
Robert Jones, Nottoway County	- aye
Ted Costin, Nottoway County	-aye
John Roark, Nottoway County	-aye
Taylor Harvie, Amelia County	- aye
Robert Saunders, Cumberland County	- aye
Edward Pennington, Lunenburg County	- aye
Douglas Stanley, Prince Edward County	- aye
David Felts, Amelia County	- aye
Tony Epps, Prince Edward County	- aye
Abraham Redman, Amelia County	-aye
William Kidd, Buckingham County	-aye
Daniel Braxton, Buckingham County	-aye
Karl Carter, Buckingham County	-aye

*Douglas Stanley made a motion, seconded by Tony Epps and unanimously approved, to return to Open Session.*

Considering the excellent evaluation score, material will be submitted for a pay increase for the Superintendent effective September 1, 2021.

**All motions carried unless noted.**

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