

**The Piedmont Regional Jail Authority Board meeting was held on September 21, 2022**

The following were **Present:**

**Not Present**

Amelia Taylor Harvie  
David Felts  
\*Abraham Redman

Ricky Walker

Buckingham William Kidd

\*Roger Jamerson  
Daniel Braxton

Karl Carter

Cumberland

Darrell Hodges

Derek Stamey

Robert Saunders

Lunenburg Edward Pennington  
Tracy Gee

Arthur Townsend  
\*Donald Penland

Nottoway Ted Costin  
Robert Jones  
John A. Roark

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: Capt.Lanay Walker – PRJA (Administrative Captain)  
Sgt.Bridget Tisdale – PRJA (Programs)  
Officer Jeff Arthur – Canine Handler PRJA

The meeting was called to order by the Chairwoman.

Staff in attendance introduced themselves and gave a brief description of their role at the facility.

The board members introduced themselves.

The minutes of the meeting held on August 17, 2022 of the Piedmont Regional Jail Authority Board were approved, by a motion from David Emert, seconded by Robert Jones.

The treasurer's report for August 2022 was approved by a motion from Douglas Stanley, seconded by Edward Pennington.

***By a motion from David Emert seconded by Edward Pennington the treasurer (fiscal agent) is instructed to make a one dollar transfer per year to the money market account to prevent a monthly dormant fee from being applied to the account.***

The accounts payable for August 2022 was accepted by a motion from David Emert, seconded by William Kidd.

The current budget was reviewed.

The commissary account was reviewed.

The Superintendent discussed the transportation report, jurisdiction report, and the billing summary for August 2022.

The Superintendent's update addressed the following:

Jail Board Meeting Piedmont Regional Jail  
September 21, 2022

Staff attending meeting will introduce themselves and give brief bio.

**Old Business**

1. Lobbyist Update (Commonwealth Strategy Group)  
***The Deputy Secretary and the Secretary of public Safety will tour the jail on October 13 at 11:00.***
2. COVID #19 : 0 cases offenders / 0 positive cases staff
3. Medical Wellpath (CCS) :( 0 Vacancies as of August 26<sup>th</sup>)
4. Westwood Medication Bill (August)
5. Sanitation / Renovations Update : (Main Entrance/Control Rooms/Staff Dinning)  
***The staff dining area will be dedicated to two staff members who passed away during their employment at the jail: (Sheila Carter and Thomas Marshall). The dining area will be named C & M Dining Hall. The families of both deceased employees will be invited to the dedication and presented a resolution honoring these employees.***
6. Outside Work Crew

7. Capital Projects Update : Bar Screen/ Tower Replacement/ Dishwasher  
*We are in the final stages of the RFP for the bar screen project. The RFP will go out soon and a pre bid meeting will be held. The RFP will run for about 30 days. The Towers have been fabricated. Lt. Hicks has only received one bid for the foundation for the towers. Derek Stamey will provide contact information for a contractor Cumberland is currently using to get a second bid for the foundation.*
8. Body Scanner Purchased  
*The body scanner will be installed on October 4<sup>th</sup>. There will be three days of training provided.*
9. Security Vacancies (23 Security Officers)
- 10.VCBR ( 14 offenders)
11. Federal Beds (150 offenders)
12. Board of Local and Regional Jail Audit 3 year (100%)
13. Audit by RFC /Money Market Account (Mrs. Giles)  
*Financial Audit Review at next months meeting*

#### **New Business**

1. RFP for Medical Services (September 15)
2. Electronic Key distributing system( Key Watcher Touch)
3. Ag Grant (Transportation Vehicles)  
*The \$50,000 grant has been received*
4. Replacing locks on cell doors (M Pod and Special Management)
5. Adult GED Program (October 4)  
*The Superintendent is considering hiring a recruitment person to help the Human Resource Department.*

#### **\*\*\*Possible Close Session to discuss personnel matters.**

On a motion by Edward Pennington, seconded by John Roark and carried, the Board entered into closed session pursuant to VA Code Section 2.2-3711(A1) to discuss a personnel matter.

On a motion by David Emert, seconded by Abraham Redman and carried, the Board returned to open session.

*"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, Chairwoman	- 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
David Wilmoth, Prince Edward County	- aye
Abraham Redman, Amelia County	-aye
William Kidd, Buckingham County	-aye
Derek Stamey, Cumberland County	-aye
Karl Carter, Buckingham County	-aye
David Emert, Prince Edward County	-aye

On a motion by John Roark, seconded by Robert Saunders the meeting was adjourned.

**All motions carried unless noted.**

Gloria Gules, Secretary