

**The Piedmont Regional Jail Authority Board meeting was held on October 19, 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. Royal Eanes – PRJA Chief of Security  
Sgt. Robert Williams – PRJA  
Sgt. James Caddell – PRJA Institutional Investigator  
Lt. Kevin Hicks – PRJA Maintenance  
Kristen Choate – RFC Assoc.

The meeting was called to order by the Chairwoman.

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

The board members introduced themselves.

Kristen Choate of Robinson, Farmer, Cox Associates presented an overview of the financial audit results for the fiscal year 2022. By a motion from Douglas Stanley, seconded by Edward Pennington, the financial report was accepted as presented.

The minutes of the meeting held on September 21, 2022 of the Piedmont Regional Jail Authority Board were approved, by a motion from David Emert, seconded by Derek Stamey.

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

The accounts payable for September 2022 was accepted by a motion from David Emert, seconded by David Felts.

The current budget was reviewed.

The commissary account was reviewed.

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

The Superintendent's update addressed the following:

### Jail Board Meeting Piedmont Regional Jail

October 19, 2022

Staff attending meeting will introduce themselves and give brief bio.

#### **Old Business**

1. Lobbyist Update (Commonwealth Strategy Group)
2. COVID #19 : 1 cases offenders / 0 positive cases staff
3. Medical Wellpath (CCS) : 0 Vacancies
4. Westwood Medication Bill (September)
5. Sanitation / Renovations Update: (Main Entrance/Control Rooms/Staff Dinning) ***Sanitation and renovations are ongoing. A painter will be hired to paint control rooms.***
6. Capital Projects Update : Bar Screen (Pre-Bid Conference October 11)/ Tower Replacement awaiting another quote on foundation/  
Dishwasher

7. Replacing Cell Door Locks M pod and D pod (Willo Products) ***this continues to be an area of great concern to the security of the facility. These housing areas are used for maximum security offenders.***
8. Security Vacancies ( 25 Security Officers /4 scheduled to start 10/25
9. VCBR ( 13 offenders)
10. Federal Beds Sustaining between 100 /150
11. Board of Local and Regional Jail Tour (FYI concerning touring all facilities)
12. Tour of VCBR (October 25, 2022 at 11:00/am)
13. Audit by RFC /Money Market Account (Mrs. Giles) ***the money market account must have some activity each year to prevent these funds from being turned over to the state treasury.***
14. GED and Special Education Classes (October 4) ***There will be an article in the local newspaper regarding these programs.***
15. Update on Commissary Fund Account (Mrs. Giles) ***Mr. Emert requested that the Superintendent look into moving part of the commissary balance to an interest bearing account. Options for this are being researched.***
16. Tour by the Secretary of Public safety and Homeland Security (***the tour has been rescheduled to November 4<sup>th</sup> at 11:00.***

#### **New Business**

1. RFP for Medical Services (pre- bid conference was held October 7)
2. Electronic Key distributing system (Key Watcher Touch) will be purchased.
3. Body Scanner Installed (Operational Date TBA)
4. Staff Incentive ( Staff that did not qualify for the compression pay ) ***The Superintendent requested a Christmas bonus in the amount of \$16,300 for staff that did not qualify for the compression increase on July 1, 2022. (By a motion from Ted Costin seconded by Edward Pennington, this request was directed to the finance committee to consider and bring a recommendation to the full board at the December 7, 2022 meeting. The meeting scheduled for December 21, 2022 was changed to December 7, 2022.***

**The drafted employment agreement for the Superintendent was distributed and reviewed. The Superintendent requested a change to the agreement that the three month severance payment be mandatory for termination without cause. On a motion by Douglas Stanley, seconded by Robert Saunders, the employment agreement was approved with the requested changes.**

On a motion by Douglas Stanley, 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.

On a motion by David Emert, seconded by Edward Pennington 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
Taylor Harvie, Amelia County	- aye
Robert Saunders, Cumberland County	- aye
Darrell Hodges, Cumberland County	-aye
Edward Pennington, Lunenburg County	- aye
Douglas Stanley, Prince Edward County	- aye
Tony Epps, 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 David Emert, seconded by Ted Costin the meeting was adjourned to the Regular meeting on December 7, 2022.

**All motions carried unless noted.**

Gloria Giles, Secretary