

**The Piedmont Regional Jail Authority Board meeting was held on January 18, 2023**

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: Major Lanay Walker  
Major Royal Eanes  
Bridgett Tisdale – Compliance and Accreditation  
Shaletha Manson – Food service Supervisor  
Captain Steve Wade  
Sgt. Darvale Jennings  
Sgt. Alyssa Yonce  
Sgt. Brian Toney  
Ashley Moses – HR Director  
Rhionna Thornton – Personnel Assistant

The meeting was called to order by Chairwoman Gee and then turned over to Superintendent Jerry Townsend who opened the floor for nominations for Jail Board Authority Chairman and Vice Chairman. Tracy Gee was nominated by Darrell Hodges seconded by Douglas Stanley for Chairwoman. Douglas Stanley was nominated by Tony Epps seconded by Darrell Hodges for Vice chairman. There were no other nominations. By a unanimous vote Tracy Gee was elected as Chairwoman and Douglas Stanley was elected as Vice Chairman for 2023.

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 December 07, 2022 of the Piedmont Regional Jail Authority Board were approved, by a motion from Tony Epps, seconded by Edward Pennington.

The treasurer's report for November and December 2022 were approved by a motion from Edward Pennington, seconded by Derek Stamey.

The accounts payable for November and December 2022 were accepted by a motion from William Kidd, seconded by Robert Jones.

The current budget was reviewed.

The commissary account was reviewed.

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

The Superintendent's update addressed the following:

**Jail Board Meeting Piedmont Regional Jail  
January 18, 2023**

Staff attending meeting will introduce themselves and give brief bio.

**Old Business**

1. Election of Jail Board Chair and Vice Chair 2023
2. Commonwealth Strategy Group Update (see attached)
3. COVID #19 : 1 offender until (1/18) / 1 positive cases staff
4. Medical Wellpath (CCS) : Vacancies 2 RN's
5. Westwood Medication Bill (November and December 2022)
6. Sanitation / Renovations Update : (Main Entrance/Control Rooms)  
Sanitation continues, Control Room and Main Entrance are complete.
7. Capital Projects Update : Bar Screen / Tower Replacement and  
Dishwasher Replacement Update

Anderson Construction is scheduled to present a new estimate for the Bar screen project soon. The Superintendent is looking at more cost effective options for the house at the Bar Screen. Panel Built will be here to complete the tower project by January 26 and the towers should be up by February 1. The dishwasher is scheduled to be installed on January 20.

8. Security Vacancies ( Security Officer 24 )
9. VCBR (11 offenders)
10. Sustaining Federal Beds (100 to 150)
11. Tour by Deputy Secretary Cleary and Special Assistant Petzold  
It was a successful visit, however Mr. Costin and Mrs. Gee agreed that while they were impressed by the jail we were unable to get much support at this time. We will continue to ask for their support.
12. GED and Special Education Classes Update ( 3 females/ 4 males)
13. Successful Living Program (11 females / 8 Males )
14. Key Watcher Touch (Update) This equipment has been delivered and will be in use within 60 days.
15. Tool Control Update (March 1 completion date) the tool room is being fabricated.
16. Intake Supervisor – this is a new position to oversee the intake area.
17. Intel Officer Position (Assist Investigator) This position will be established to assist our current investigator.

#### **New Business**

- 1. RFP for Medical Services (4 RFP's for review) the top two contenders for the medical contract will be selected by the end of next week. Negotiation will then begin. The committee for this process will be the Superintendent, the two majors, the captain and the jail attorney. The top two contenders will then be presented to the board.**
- 2. Power DMS (Electronic Training Records) purchased to transition from paper to an electronic training, policy and accreditation program.**
- 3. Body Scanner (Front Entry Area) this needs to be purchased to prevent contraband from entering the facility.**

4. **Replacing the Locking Mechanisms in M and B, C and D pods (Willo)**  
The current locks are failing. The new locks will be piloted in M pod.
5. **23/24 FY Budget Planning (Medical Contract/ 80% for Health Insurance and Staffing Increase)**  
This will be considered at a budget meeting after next month's board meeting.
6. **\*\*Possible Close Session to discuss personnel matters.**

On a motion by David Emert, seconded by Darrell Hodges the meeting was adjourned to the Regular meeting on February 15, 2023.

**All motions carried unless noted.**

Gloria Giles, Secretary