

The Piedmont Regional Jail Authority Board meeting was held on April 19, 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: Robin Reid – PRJA Commissary Department
Major Lanay Walker
Sgt. Debbie Robinson – PRJA HEM, Work Release, Programs

The meeting was called to order by Chairwoman Gee.

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 March 15, 2023 of the Piedmont Regional Jail Authority Board were approved, by a motion from David Emert, seconded by Edward Pennington.

The treasurer's report for March 2023 was approved by a motion from David Emert, seconded by Tony Epps.

The accounts payable for March 2023 was accepted by a motion from Edward Pennington, seconded by Derek Stamey.

The current budget was reviewed.

The commissary account was reviewed.

The Superintendent discussed the transportation report, jurisdiction report, and the billing summary for March 2023.

The Superintendent's update addressed the following:

**Board Meeting Piedmont Regional Jail Authority
April 19, 2023**

Staff attending meeting will introduce themselves and give brief bio.

Old Business

1. Commonwealth Strategy Group Update (Vice Chair Mr. Stanley)
2. COVID #19 : 0 positive offender / 0 positive cases staff
3. Medical Wellpath (CCS) : Vacancies 3 RN's and DON
4. Westwood Medication Bill (March 2023)
5. Sanitation / Renovations (Conference Center and Suicide Prevention)
6. Capital Projects Update : Bar Screen / Key Watcher Touch
Key watch system will be used effective July 1, 2023.
7. Security Vacancies (Security Officer 27)
8. VCBR (12 offenders)
9. GED and Special Education Classes Update (6 females/ 8 males)
10. Successful Living Program (11 females / 8 Males)
11. Tool Control (April 1)
12. Body Scanner for Front Gate
13. Increased Health Insurance *(Dual and Family Plan facility will pay 65%, single coverage will continue to be paid at 80%)*
14. *Discontinued Pay Incentive (April 10)*

New Business

1. RFP for Medical Services Status (Need Board to approve Provider Mediko Negotiated from 3.9 million down to 3.1 million).

Doug Stanley made a motion seconded by Derek Stamey to accept Mediko's contract in the amount not to exceed \$3,100,000 for medical services effective July 1, 2023, and to allow the jail attorney and jail staff to continue negotiations for this contract. The cap for the number of offenders in the contract is 500 as outlined in contract. The jail will receive a discount if the offender count is below 400 as outlined in contract. The jail will also receive a discount if staffing is not maintain as stated in the contract.

2. Need Board to vote and appoint Donna Nunnally, Treasurer of Prince Edward County as the fiscal agent for the Piedmont Regional Jail Authority. Mrs. Nunnally's name will replace Ms. Ellen Myatt as a signer for the PRJA Tax account, PRJA Business Checking account and PRJA Business Advantage Money Market account effective May 1, 2023. Also Jerry Townsend will be added as a signer of then PRJA Business Advantage Money Market account.

Ted Costin made a motion seconded by Edward Pennington to appoint Donna Nunnally, treasurer of Prince Edward County as fiscal agent for the Piedmont Regional Jail Authority effective May 1, 2023. Donna Nunnally will also replace Ellen Myatt as a signer on the PRJA Tax account, PRJA Business Checking account and PRJA Business Advantage Money Market account on the same date. Also Jerry Townsend will be added as a signer of then PRJA Business Advantage Money Market account.

3. Need Board to vote and approve the Resolution for the AG Grant and Chairwoman Gee sign.

The following resolution was adopted regarding the 2023 USDA Grant for Vehicle Upgrades by a motion from David Emert, seconded by William Kidd.

RESOLUTION OF GOVERNING BODY OF

Piedmont Regional Jail Authority

The Governing Body of the Piedmont Regional Jail Authority consisting of 18 members, in a duly called meeting held on the 19th day of April, 2023, at which a quorum was present **RESOLVED** as follows:

BE IT HEREBY RESOLVED that in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government) in the development of a **FY23 Vehicle Upgrade** to serve the community, the Governing Body does hereby adopt and abide by all covenants contained in the agreements, documents, and forms required by the Government to be executed.

BE IT FURTHER RESOLVED that Board Chair of the Piedmont Regional Jail Authority be authorized to execute on behalf of Piedmont Regional Jail the above-referenced agreements, documents, and forms and to execute such other documents including, but not limited to, debt instruments, security instruments, and/or grant agreements as may be required in obtaining the said financial assistance.

This Resolution is hereby entered into the permanent minutes of the meetings of this Board.

Piedmont Regional Jail Authority
[ENTITY NAME]

By: Tracy M. Gee, Chairwoman
[SIGNATURE AND TITLE]
Tracy M. Gee

Attest:

J. R. [Signature]
[SIGNATURE AND TITLE]

CERTIFICATION

I hereby certify that the above Resolution was duly adopted by the Governing Body of the Piedmont Regional Jail Authority in a duly assembled meeting on the 19th day of April, 2023.

Gloria Siles
Secretary/Clerk

Revised 08/23/2018

4. **FY23/24 budget to include (7.5% salary increase)**
5% increase from Compensation Board and an additional 2.5% pay for performance based on appraisal funded by localities.
Needs Improvement: 5%
Contributor: 5.5%
Exceeds Contributor: 6.5%
Extraordinary Contributor: 7.5%

5. Power DMS (Training, Policy and Accreditation) Electronic Records

This has been initiated.

6. Locking Mechanisms in M pod then if satisfied through attrition complete (B, C and D pods)

7. Suicide Preventive Renovation Project Status

The first phase of the screens to help prevent suicide have been installed in H & G pods.

8. Shift Differential Pay

The Superintendent will begin paying a 3 or 4% differential pay for staff working nights. If a staff member requests to go back to day shift they will forfeit the differential pay. This also applies to Supervisors. This cost will be absorbed through vacancy savings.

The Superintendent requested that board members retake their photos. They will be notified of the time and dates available.

9. **** Close Session if necessary****

On a motion by David Emert, seconded by Edward Pennington the meeting was adjourned to the regular meeting on May 17, 2023.

All motions carried unless noted.

, Secretary