



PIEDMONT REGIONAL JAIL AUTHORITY

2024 Annual Prison Rape Elimination Act

Report and Staff Analysis

Background

In 2003, Congress enacted the Prison Rape Elimination Act (PREA) mandating that correctional facilities nationwide implement measures to prevent, detect and respond to sexual abuse and sexual misconduct of persons in the custody of the United States correctional system. The Act created national standards applicable to all correctional facilities, public and private, in the United States. In 2012, specific standards required by this legislation were disseminated nationally by the Department of Justice, and a time table for compliance and subsequent federal compliance audits were set. PREA addresses sexual assault by both offender on offender and staff on offender.

Piedmont Regional Jail Authority upholds the guidelines of PREA by the development of a Jail environment which mandates **ZERO-TOLERANCE** for any and all incidents of sexual assault, sexual misconduct and sexual harassment whether consensual or non-consensual.

Education

Piedmont Regional Jail Authority implements its **"ZERO-TOLERANCE"** policies through a systematic process that begins when the offenders are initially admitted into the Jail. Piedmont Regional Jail Authority requires each offender observe a video titled, "What You Need to Know", and made available to all offenders through the kiosk. A copy of the offender handbook further explains their rights to remain free from sexual abuse and sexual harassment and how it is managed within the jail. As a part of the intake process, each offender is screened to assess their risk of victimization or predation using an objective measurement tool based on specific risk factors. This tool is used to make individualized determinations regarding housing assignments and program participation. During the classification process, they are informed of the Medical and Mental Health services available at the Jail. If PREA issues are discovered during the interview, the Qualified Mental Health Professional is contacted and immediate services are available or a follow-up appointment is available, if applicable.

Throughout the Jail, there are posters, explaining **"ZERO-TOLERANCE"** and the methods to report sexual misconduct in English and Spanish.

All newly hired Jail staff and contractors working within the Jail are required to complete orientation training prior to working in the Jail, which includes PREA training and viewing several videos relative to PREA. All correctional staff receives additional PREA training when attendance at the Basic Jailor's program conducted by the Central Virginia Training Academy or Crater Training Academy. Mandated refresher training is provided to all staff on a semi-annual basis.

To prevent sexual misconduct, the Piedmont Regional Jail Authority has installed a comprehensive network of surveillance cameras strategically positioned throughout the facility. These cameras are placed to eliminate blind spots, enhance visibility, and ensure the safety of both staff and offenders. This system plays a critical role in protecting individuals from sexual abuse and maintaining a secure and accountable environment. A comprehensive review of the Jail was conducted by facility staff in coordination with the PREA (Prison Rape Elimination Act) Coordinator to assess the need for enhanced video surveillance. The review concluded that additional video cameras were necessary to improve the safety of both staff and offenders. In response, the Jail has already installed several new video cameras and is currently working with a contractor to expand coverage further.

In addition to the surveillance upgrades, the facility has contracted renovations to ensure continued compliance with PREA standards and to protect the rights and safety of all offenders.

All sexual activity within the jail is strictly prohibited, without exception. This includes any sexual behavior involving staff or offenders.

Any form of forced or coerced sexual activity—whether by staff or offenders—is considered a criminal act and will result in immediate action. Substantiated incidents are reported to the Prince Edward Sheriffs Dept. and the Prince Edward Commonwealth Attorney for criminal investigation and prosecution. The Virginia State Police will be notified when necessary. Such violations also constitute grounds for immediate termination of employment.

This policy is enforced to uphold the safety, dignity, and rights of all individuals within the facility.

Any substantiated sexual activity occurring within the jail—whether involving staff or offenders—is strictly prohibited, regardless of consent. Offenders found to have engaged in consensual sexual acts will be subject to internal disciplinary sanctions in accordance with facility policies. Non-consensual sexual acts will be referred to the Prince Edward County Commonwealth Attorney for potential criminal prosecution.

Any staff involvement in a PREA-related incident will result in a formal investigation. If substantiated, the incident will be referred to the Prince Edward County Commonwealth Attorney for possible prosecution and will constitute grounds for termination.

Reports

In accordance with the **Prison Rape Elimination Act (PREA)**, all allegations of sexual abuse or harassment must be thoroughly investigated and result in one of the following determinations:

1. **Substantiated**

The investigation determined that the alleged incident **did occur**, based on available evidence.

2. **Unfounded**

The investigation determined that the alleged incident **did not occur**.

3. **Unsubstantiated**

The investigation **did not produce sufficient evidence** to determine whether or not the incident occurred.

Reporting Period: January 1, 2024 – December 31, 2024

During the 2024 calendar year, a total of **twenty-three (23)** PREA (Prison Rape Elimination Act) allegations were reported.

- **Fifteen (15)** allegations were determined to be **unfounded**.
- **Four (4)** allegations were determined to be **unsubstantiated**.
- **Four (4)** allegations were determined to be **substantiated**.

All allegations requiring review were evaluated by the facility's Sexual Assault Response Team (SART). Following their assessments, the SART identified a need for additional staff training, with a focus on enhancing familiarity with first responder responsibilities and the proper initiation of operational procedures following an incident.

Additionally, SART emphasized the importance of staff consistently reinforcing facility rules and regulations to maintain a safe environment.

The classification supervisor and security staff involved in housing assignments have been vigilant in identifying and managing the placement of known sexual predators and potentially vulnerable offenders to minimize risk within housing units.

Third-Party Reporting

Piedmont Regional Jail Authority began implementing the Prison Rape Elimination Act (PREA) in late 2013. In 2014, Third-Party Reporting procedures were officially adopted as part of this initiative.

A third-party reporter is someone who reports incidents of sexual abuse, sexual misconduct, or sexual harassment but is not the victim or the abuser.

This person may have:

- Witnessed the incident
- Been told about it by the victim

Third-party reporters may include:

- Other inmates
- Jail staff

- Family members
- Attorneys
- Contract employees
- Service providers
- Community or religious volunteers
- Any concerned individual

Piedmont Regional Jail Authority accepts all third-party reports and provides multiple ways to submit them, **either in person or anonymously**:

1. Verbal Reports

- Made in person or by phone to any Jail Official
- *You do not need to identify yourself to make a report*

2. Written Communication

- **Mail or email** a letter to the Jail

3. Contact Key PREA Officials

- **PREA Investigator:** (434) 392-1601, Ext. 241
- **PREA Coordinator:** (434) 392-1601, Ext. 316
- **Voicemail Line:** You may leave a message at (434) 392-3819

4. External Support

- **YWCA Sexual Assault Hotline:** 1-888-947-7273 (24/7 confidential support)

All reports are taken seriously and thoroughly investigated in accordance with PREA standards.

Here is a clear and structured summary of the information you provided, which may be useful for posting or policy documentation:

Reporting Sexual Misconduct – Third-Party Options

Phone Reporting (Toll-Free):

- **To Report an Incident:**
 - Dial from a housing area telephone.
 - Press:
 - 1 for English, or 2 for Spanish, then

- *99999 to report sexual misconduct.
- **To Reach Support Services (YWCA, Lynchburg, VA):**
 - Dial from a housing area telephone.
 - Press:
 - 1 for English, or
 - 2 for Spanish, then
 - *88888 to connect with YWCA support.

Third-Party Reporting Guidelines:

- A **third-party** (such as a friend, family member, or staff) may:
 - **Submit a report** verbally or in writing.
 - **Remain anonymous**—you do not have to disclose your name, the victim’s name, or the alleged abuser’s name.
 - **Report in any language**—not limited to English.
 - **Help an offender** file their own report of sexual abuse or harassment.

History

Piedmont Regional Jail opened in 1988 to serve the counties of Amelia, Buckingham, Cumberland, Lunenburg, Nottoway, and Prince Edward. Initially, the facility had a rated capacity of 103 offenders. In 2010, this capacity was increased to 274. Currently, the Piedmont Regional Jail Authority houses state, local, and federal offenders, maintaining an average daily population not to exceed 500, with an overall capacity of 600.

Divisions of the Facility

The facility is currently comprised of five divisions:

Administrative Services

Security Operations

Compliance & Training

Offender Services & Support

Operations

Placement of Supervisory Staff

Supervision at the jail facility complies with all applicable standards set forth by the Commonwealth of Virginia Department of Corrections (VADOC), the National Commission on Correctional Health Care (NCCHC), and the Prison Rape Elimination Act (PREA). Video monitoring is employed throughout the facility to enhance security and surveillance; however, it is not used as a substitute for direct staff supervision.

Organizational Restructuring

The Piedmont Regional Jail Authority conducted an evaluation of their staffing patterns to ensure compliance with the Prison Rape Elimination Act (PREA). The Superintendent, together with the Jail's management team, will conduct annual reviews of staffing levels, organizational structure, and facility budget to maintain adequate staffing and ongoing compliance.

Staffing Plan

Piedmont Regional Jail Authority is a linear/direct supervision facility with drafting procedures in place to ensure no post is ever left unattended. The facility utilizes a draft schedule to maintain minimum post coverage at all times, guaranteeing continuous supervision.

Staff assignments are designed to cover all designated posts within the facility. Security staff work twelve-hour shifts following a rotating schedule: two (2) days on, two (2) days off, three (3) days on, two (2) days off, two (2) days on, and three (3) days off.

Shift Staffing:

- **Day Shift:** 14 officers, 2 sergeants, and 1 lieutenant — totaling 17 personnel.
- **Night Shift:** 14 officers, 2 sergeants, and 1 lieutenant — totaling 17 personnel.

Each shift includes four (4) scheduled breaks, which may vary depending on personnel availability.

Supervisory Structure:

- A Captain (Chief of Security) directly supervises the security Lieutenants.
- A Major (Director of Security and Operations) oversees the Captain.

Contingency plans are in place to ensure mandatory minimum coverage is always maintained.

The following chart outlines the facility posts and the number of staff assigned per twelve (12) hour shift.

<u>Post</u>	<u>Areas Covered</u>	<u>Officers</u>
Special Housing Sergeant	A, B, C, D, M & O4 Housing Units	1 (Male or Female)
Special Housing Support Ofc.	A, B, C, D, M & O4 Housing Units	1 (Male)
Back	A, B, C, D, M & O4 Housing Units	1 (Male)
Middle	Offender Escort	1 (Male or Female)
Front	O1, F, & W Housing Units	1 (Male or Female)
Post 12	Main Central Control	1 (Male or Female)
I-Building Sergeant	I-1, I-2, Intake	1 (Male or Female)
I-Floor	I-1, I-2 Direct/Linear	1 (Male or Female)
I-Central	I-Building Central Control	1 (Male or Female)
L-Building Sergeant	L1, L2, L3	1 (Male or Female)
L-Floor	L1, L2, L3 Direct/Linear	1 (Male or Female)
L-Central	L-Building Central Control	1 (Male or Female)
Post 9	G, H & O3 Housing Units	1 (Female)
Release	J- Cells (All cells in area)	1 (Male or Female)
Intake Specialist	Intake Cells (All cells in area)	1 (Male or Female)
Intake Officer	Intake Cells (All cells in area)	1 (Male or Female)
Shift Supervisor	Supervise the entire Jail	2 (Male or Female)
Support Supervisor	Oversee the entire Jail	1 (Male or Female)
Shift Commander	Oversee the entire Jail	1 (Male or Female)

Piedmont Regional Jail Authority mandates that the staffing deployment outlined below is strictly followed at the beginning of each shift. Staffing is maintained through a daily draft schedule that is posted weekly. Certified officers from each shift are assigned draft days to ensure coverage as needed.

- **Minimum Staffing Requirements at Shift Start:**
 - **Supervisors:** Minimum of two (2)
 - **Officers:** Minimum of eight (8)
- **Emergency Officer Utilization:**

- If two (2) officers are needed for emergency situations:
 - The officers assigned to **Middle Post** and **Release** will be utilized.
 - Officers working **Front Post** and **Back Post** will take over the duties of the Middle Post officers.
 - The officer working **Post Nine (9)** will assume Release duties, assisted by the Shift Commander.
- **Mandatory Minimum Staffing:**
 - If the minimum staffing level is in effect, draft personnel will be called in.
 - The facility will remain at mandatory minimum staffing only for the duration it takes for the drafted officer to arrive.
- **Medical Transport Emergencies:**
 - For emergencies involving medical transport, the on-call transportation officer will be called in for additional coverage.
- **Staffing Shortages Below Minimum:**
 - If staffing falls below two (2) Supervisors and eight (8) Officers:
 - The reason must be documented in the Daily Report Log (DR log).
 - Approval must be obtained from the Captain or above.
- **On-Call Emergency Personnel:**
 - Two (2) Majors, two (2) Captains, and eight (8) Lieutenants are on call 24 hours a day for facility emergencies.
- **Daily Rounds:**
 - Staff are required to conduct daily unannounced rounds to maintain presence and enforce the safety of offenders.

Video Monitoring

Video monitoring is utilized both inside and outside the jail to enhance security and surveillance. Each housing unit is equipped with a camera strategically placed at specific viewing angles to minimize blind spots. However, the cameras are positioned to avoid areas such as showers and toilets to protect inmate privacy during personal hygiene activities. The Piedmont Regional Jail Maintenance Department, together with I.T. specialist Charles Westerlund, conducts daily reviews and inspections of all cameras to ensure they are functioning properly.

Audit

In October 2023, a PREA audit was conducted at Piedmont Regional Jail. It was determined that the facility met all standard requirements and will be accredited for another three years.

Conclusion

The information presented in this report indicates that the Piedmont Regional Jail Authority has properly investigated and documented all allegations of sexual abuse or harassment. Staff will continue to receive PREA education to maintain awareness and prevention efforts. Offenders, volunteers, and contractors remain a priority, as the jail strives to foster an environment free from sexual abuse and harassment. Piedmont Regional Jail remains committed to adhering to PREA requirements and will continue to thoroughly investigate all allegations of sexual abuse or harassment involving offenders in its custody.

Jerry R. Townsend, Superintendent

Date