

**FINAL/APPROVED for June 15, 2016**  
**THE VIRGINIA BOARD OF CORRECTIONS**

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The Virginia Board of Corrections (Board) met on Wednesday, June 15, 2016 at the Department of Corrections (VADOC) Headquarters, 6900 Atmore Drive, Richmond, Virginia 23225.

**MEMBERS PRESENT:** Phyllis Randall, Chairman  
Bobby Vassar, Vice Chairman  
John F. Anderson, Jr., Secretary  
Reverend Dr. Yvonne Jones Bibbs  
Reverend Kevin L. Sykes  
Carl Peed on Conference Phone

**MEMBERS ABSENT:** Ann Gardner  
Colin P. O'Dawe  
Reverend Anthony Paige

**VADOC STAFF PRESENT:** Donna Lawrence, Manager, Compliance and Accreditation Unit  
Beverly Hill-Murray, Supervisor, Compliance and Accreditation Unit  
Bob Casey, Project Manager, Compliance and Accreditation Unit  
James Bruce, Manager, Policy and Initiatives Unit  
Donna P. Foster, Administrative Support, Board of Corrections

**GUESTS PRESENT:** Charles Quagliato, Office of the Attorney General  
Ashon Randall, Intern, Phyllis Randall  
Taylor Muniz, Moseley Architect, Rappahannock Regional Jail  
Brendan Hefty, Hefty, Wiley and Gore, P.C., Rappahannock Regional Jail  
Patrick Wilson, Virginia Pilot Newspaper  
Lauren Abraham, Vectre Corporation

**CALL TO ORDER**

Chairman Randall called the meeting to order at 12:09 p.m.

**DETERMINATION OF QUORUM**

Chairman Randall determined there was a quorum present.

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**WELCOME AND INTRODUCTIONS**

Chairman Randall welcomed everyone and asked the attendees to introduce themselves.

**APPROVAL OF MARCH BOARD MINUTES**

Chairman Randall presented the March minutes for review and approval.

Upon a *MOTION* by Chairman Randall and duly seconded, the members voted unanimously to *APPROVE* the March Board meeting minutes as amended.

**PUBLIC COMMENT PERIOD**

No public comment made.

**PRESENTATIONS**

There were no presentations.

**LIAISON COMMITTEE UPDATE**

Mr. Anderson provided an overview of the Funding and Budget Issues Report, Prison Population Report, the Jail Construction Update, Offender Management Services Update as well as other business.

Mr. Anderson reported that Ms. deSocio reported that there was little to add from the March meeting when she reported on the actions by the 2016 legislature. She added that during budget allocations, the Compensation Board (CB) identified reduced populations in numerous jail facilities, enabling them to reallocate 48 emergency correctional officer positions in the budget for fiscal year 2017 (FY17). Also, there are a few outstanding issues to report that have not been finalized by the CB, such as increases in risk management premiums as well as details regarding the 2% salary increase December 1, 2016 and requirements for local certifications that the increase will be provided. She hopes to have further information about the pay raise in the near future. She noted that she expects additional information regarding risk management premiums next week.

Mr. Anderson also reported that when asked about the Master Deputy Program, Ms. deSocio advised that additional funding was approved contingent upon revenues during the 2016 session and is effective December 1<sup>st</sup>. A spreadsheet is available on the CB website that identifies more detail for each facility. Only requests for new inclusion in the program made before July 1, 2015, prior to the legislative session, are included for funding with the additional appropriation approved by the 2016 General Assembly.

A recent report by the Secretary of Finance indicated that reduced revenues were received in April, but could possibly recover by the end of the fiscal year. Information regarding whether revenue requirements

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have been met should be known by July 31<sup>st</sup>. Because some legislative funding approvals are contingent upon revenues, if revenue requirements are not met, this has the potential to affect the 2% pay raise, the compression increase, career development, the Master Deputy program and the sheriff's accreditation program.

Mr. Anderson reported that Mr. Casey reported that the Hampton Roads Regional Jail security upgrades are expected to be completed by July. Pamunkey Regional Jail was 50% complete three months ago and substantial completion is expected by July 6, 2016. Southampton Jail Farm is constructing a new dining hall with an expected completion date in July. Construction of the new intake area in the Newport News Public Safety Building is expected to be completed in September 2016. Chesapeake City Jail is reviewing bids for a jail expansion scheduled for March 2018 completion, which is also the deadline for removal of the Proteus temporary structures. Piedmont Regional Jail's construction of a new intake has a completion date of June 2018 and Prince William-Manassas Regional Jail's phase II expansion completion is August 2019.

Mr. Anderson noted that Mr. Parks did not attend the meeting, however, the out-of-compliance rates were reported by Donna Foster as 4,529. The attending members asked for out-of-compliance numbers detailing the breakdown of male and female offenders be made available in the future in the event that Mr. Parks is unable to attend the meeting.

In other business, Mr. Anderson reported that Timothy Trent reported that the FCC ruling on phone commissions is currently on hold with action expected later in the year.

**ADMINISTRATION COMMITTEE UPDATE**

No Administration Committee meeting was held.

**CORRECTIONAL SERVICES COMMITTEE UPDATE/Policy & Regulations**  
**LOCAL FACILITIES SECTION – STAFFING/FUNDING AND UNANNOUNCED INSPECTIONS:**

Chairman Randall offered the following Committee recommendations for Board approval:

Unconditional Certification as a result of **100%** compliance for **RSW Regional Jail and Piedmont Regional Jail.**

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

Unconditional Certification as a result of **100%** compliance for **Blue Ridge Regional Jail Authority-Lynchburg Adult Detention Center to include male and female juveniles in accordance with §16.1-249.**

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

Unconditional Certification for **Madison County Lockup, Culpeper County Jail and Dorcus**

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**House.**

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

**Unconditional Certification for Newport News City Jail and Rockbridge Regional Jail to include male and female juveniles in accordance with §16.1-249.G.**

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

**Unconditional Certification for Carroll County Lockup to include male and female juveniles in accordance with §16.1-249.**

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

Probationary Certification for **Henry County Lockup** until an additional review is conducted for compliance with standard **6VAC15-40-120** Documentation failed to support that inmates were consistently classified as to the level of housing assignment upon their entry into the jail.

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Table* the above recommendations until the July meeting.

The Board of Corrections, in recognition of the outstanding achievement of 100% compliance with Standards, approves the suspension of the 2016 Annual Inspection for the **RSW Regional Jail, Piedmont Regional Jail and Blue Ridge Regional Jail Authority-Lynchburg Adult Detention Center.**

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations

**RAPPAHANNOCK REGIONAL JAIL**

The Board of Corrections grants a modification of Standard 6VAC15-80-160, Minor Renovation Project, of the Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities, 1994, to allow the Rappahannock Regional Jail to proceed with submitting this project as a Minor Renovation Project. This approval of modification shall not be construed as a future variance to Board Standard 6VAC15-80-160 for this facility or as a current or future variance for any other facility.

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

The Board of Corrections grants a waiver of Standard 6VAC15-80-211, Value Management Analysis, of the Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities, 1994, to allow the Rappahannock Regional Jail to proceed with this project without performing a Value Management Analysis. This approval of waiver shall not be construed as a future variance to Board Standard 6VAC15-80-211 for this facility or as a current or future variance for any other facility.

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Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

The Board of Corrections approves the Rappahannock Regional Jail's request for state funding for the construction of a new Kitchen/Dining Hall Building. This approval recognizes a total eligible cost of \$2,191,723, of which up to 50% or \$1,095,862 would be eligible for state reimbursement. Such reimbursement is subject to the availability of funds and compliance with Board Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities, 1994 and Sections 53.1-80 through 82 of the Code of Virginia.

Upon a *Motion* by Chairman Randall and duly seconded, the members voted unanimously to *Approve* the above recommendations.

**CLOSED SESSION**

Chairman Randall noted that a closed session would convene.

Upon a *Motion* by Vice Chairman Vassar and duly seconded, the members voted unanimously to *Convene* in closed session to discuss matters related to pending or possible litigation, pursuant to Code of Virginia 2.2-3711 (a)(7).

Chairman Randall, Vice Chairman Vassar, Mr. Anderson and Reverend Sykes exited the room to convene in closed session in a private conference room.

Upon their return, Vice Chairman Vassar, reconvened the meeting with the following motion:

Upon a *Motion* by Vice Chairman Vassar and duly seconded, the members voted unanimously to *Reconvene* in open session and would ask that the roll be called to certify from each member that in closed session, the only discussion included was the matter for which the Board went into closed session.

Roll was called by Donna Foster with Chairman Randall, Vice Chairman Vassar, Mr. Anderson, Reverend Sykes and Mr. Peed individually certifying that no other discussion occurred during closed session.

**ADDITIONAL ITEMS FOR DISCUSSION**

Chairman Randall expressed concern that there appeared to be more serious compliance failures than normal found by audit staff. She asked if this could be due to overextended staff following staff reductions. She noted that she would attempt to contact Director Harold Clarke to inquire if there's anything the Board may do to offer assistance.

Jim Bruce notified the members of the Board that the Virginia Department of Corrections is updating their website and will create a stand-alone website for the State Board of Corrections (as has been done for the Parole Board), which should be complete in about one month.

**FUTURE MEETING DATES**

July 20, 2016  
September 21, 2016

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October 19, 2016  
November 16, 2016

**ADJOURNMENT**

There being no further business to discuss before the Board of Corrections, upon a *Motion* by Chairman Randall and duly seconded, the meeting was *Adjourned* by unanimous vote at 2:14 p.m.

APPROVED:

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Phyllis J. Randall, Chairman

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John F. Anderson, Jr., Secretary