

FINAL/APPROVED
THE VIRGINIA BOARD OF CORRECTIONS

The Virginia Board of Corrections (Board) met on Tuesday, January 9, 2018 at the Department of Corrections (VADOC) Headquarters, 6900 Atmore Drive, Richmond, Virginia 23225.

BOARD MEMBERS PRESENT: Phyllis Randall, Chairman
Bobby Vassar, Vice Chairman
John F. Anderson, Jr., Secretary
William T. Dean
Olivia J. Garland, Ph.D
Sheriff Charles Jett
Reverend Kevin L. Sykes

BOARD JAIL REVIEW UNIT: Steven Goff, Investigative Analyst
Brian Sutherland, Policy Analyst

BOARD COUNSEL: Phillip Figura, Esq., Office of the Attorney General

BOARD MEMBERS ABSENT: Sheriff Vernie W. Francis, Jr.
Heather Masters, M.D., SFHM, FACP

VADOC STAFF PRESENT: David Robinson, Chief of Corrections Operations
Emmanuel Fontenot, Compliance, Certification and Accreditation Unit
Erma Locust, Compliance Certification and Accreditation Unit
Jim Bruce, Policy and Initiatives Unit
Joseph Walters, Director of Human Resources
Douglas Shore, Product Manager

GUESTS PRESENT: Sheriff Ernest Giles, Sussex County
Lieutenant Vincent Givens, Sussex County
Sargent James Shanko, Sussex County
Angie Goff, Guest of Steve Goff

CALL TO ORDER

Chairman Randall called the meeting to order at 12:22 p.m.

DETERMINATION OF QUORUM

Chairman Randall determined there was a quorum present.

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WELCOME AND INTRODUCTIONS

Chairman Randall welcomed everyone in attendance.

APPROVAL OF SEPTEMBER BOARD MINUTES

Chairman Randall presented the November 15, 2017 minutes for review and approval.

Upon a *MOTION* by Chairman Randall and duly seconded, the members voted unanimously to *APPROVE* the November 15, 2017 Board meeting minutes.

PUBLIC COMMENT PERIOD

None

PRESENTATIONS

Jim Bruce

The *Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities* has been approved by the Office of the Governor. It has been submitted to the Virginia Register and will be published on February 5, 2018 with a 30-day comment period, ending on March 7, 2018. The regulations will become effective on March 8, 2018.

Douglas Shore

Mr. Shore was in attendance to assist and answer any questions by the Board members about the new stand-alone Board of Corrections' website. The attendees asked if the letter to the Sheriffs and Superintendents could include links within the body of the letter. Mr. Shore agreed to link whatever is provided to him as well as the letter.

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 Matt Marsteller from the Blue Ridge Regional Jail Authority officiated at the Liaison Committee. The November 15, 2017 minutes were unanimously approved.

Mr. Anderson reported that Ms. deSocio reported that the Governor's budget was introduced on Monday, December 18, 2017 and includes the following for consideration by the General Assembly:

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- No additional per diem funding for the remainder of fiscal year 2018 (FY18), as the current appropriations appear sufficient;
- Additional per diem funding of \$374,114 for FY19 and \$1.4 million for FY20, based upon revised local and state responsible inmate population forecasts;
- Language and funding have been included to support a 2% across the board salary increase effective December 1, 2019 (FY20) for constitutional officers, regional jails and their employees (provided that the governing body uses the added funding to support such salary increases). This increase is the same as has been proposed for state employees;
- An additional \$1.52 million has been proposed in FY20 for the Prince William/Manassas Regional Jail staffing expansion project, projected to be completed in December 2019 (FY20);
- No additional funding was included to support staffing standards or jail overcrowding positions.

Ms. deSocio advised that the Compensation Board would meet with Association leadership later today to discuss budget and legislative priorities for the General Assembly session that begins tomorrow. During the March Liaison Committee meeting, Ms. deSocio will update any legislative actions impacting jails and funding through the Compensation Board.

Mr. Anderson reported that Jim Parks was unable to attend the Liaison Committee meeting, but Mr. Robinson later reported the out-of-compliance total as 3,391.

Mr. Anderson reported that Mr. Casey reported that Chesapeake Correctional Center remains on schedule for an expected April or May, 2018 completion date.

ADMINISTRATION COMMITTEE UPDATE

No Administration Committee meeting was held.

CORRECTIONAL SERVICES COMMITTEE- November Minutes

Chairman Randall presented the November 15, 2017 minutes for review and approval.

Upon a *Motion* by Ms. Randall and duly seconded, the attending members of the Board voted unanimously to *Approve* the November 15, 2017 minutes.

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

By recommendation of the Compliance, Certification and Accreditation Unit to approve as follows:

Unconditional certification as a result of 100% compliance for:

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**Southside Regional Jail
BRRJA-Bedford Adult Detention Center**

Sheriff Giles, Lt. Vincent Givens and Sgt. Shanko appeared before the Board to update the attendees on steps taken to ensure full compliance with the standards in the future. They have assigned Sgt. Shanko to perform many duties that were previously assigned to an employee who left service to Sussex County unexpectedly. They have enacted multiple computer-generated reminders of routine checks for compliance action plans, and they explained that the administration had experienced several unexpected deaths of employees to include the former sheriff, which affected their ability to comply with the standards.

The Board accepted the explanations and plans to comply with the standards and agreed to Unconditional Certification by recommendation by the Compliance, Certification and Accreditation Unit:

Unconditional Certification for:

Sussex County Jail

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

The Board of Corrections, in recognition of the outstanding achievement of 100% compliance with standards, approves the suspension of the 2017 annual inspections for the Southside Regional Jail and Blue Ridge Regional Jail Authority-Bedford Adult Detention Center

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

JAIL REVIEW COMMITTEE REPORT

Mr. Figura provided additional detail about closed session as well as public disclosure requirements. During discussion that includes medical or mental health issues, closed session is appropriate. General information must be reported while omitting names and/or any identifiable information.

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CLOSED SESSION

None

ADDITIONAL ITEMS FOR DISCUSSION

Also discussed was an introductory letter to be sent to sheriffs and superintendents to introduce Steve Goff and Brian Sutherland, their background information and the process of investigation on behalf of the Board of Corrections. Sheriff Jett suggested sending the letter to all sheriffs, including those who do not have jails in their jurisdictions.

Ms. Randall asked that, during the Jail Review Committee (JRC) meeting the attendance of a designee representing the Department of Corrections' Executive staff be in attendance. She reference a recent event causing confusion about supervision of the investigative team, Mr. Goff and Mr. Sutherland.

Additionally, language was developed and provided to the legislators to enable to the JRC to be closed to the public to enable candid and open discussion.

David Robinson, Chief of Operations addressed the Board members, noting that Director Clarke had been reappointed by the governor-elect. He advised that the Virginia Department of Corrections (VADOC) continued to have the lowest recidivism rate of all states that report in the same manner as Virginia, which includes 46-48 states. He noted that the current out-of-compliance total is 3,391.

Mr. Vassar asked if Mr. Robinson could encourage cooperation from the VADOC to respect the Board's decision to allow Mr. Goff and Mr. Sutherland to telecommute. Mr. Robinson advised that he would discuss the issue with the director and get back with them. Mr. Vassar noted that this issue serve to enhance a disconnect between the Board of Corrections (BOC) and the VADOC and said that the BOC would like to have a designee of the director attend meetings to improve communication in the future. Chairman Randall added that she would contact Brian Moran, Secretary of Public Safety about this conversation to which Mr. Robinson assured her that he would advise Director Clarke.

Chairman Randall announced that she would be resigning in the near future. She currently serves as chairman of the Loudoun County Board of Supervisors, the chairman of health and human services of VACO (Virginia Association of Counties) and serves on the health and human services board of NACO (National Association of Counties). She also lectures about the opioid crisis. Ms. Randall would like to be able to spend some time with her husband and two sons.

FUTURE MEETING DATES

March 21, 2018

May 16, 2018

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July 18, 2018
September 19, 2018
November 14, 2018

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 of the attending members.

APPROVED:

Signature on File

Phyllis J. Randall, Chairman

John F. Anderson, Jr., Secretary