

# THE VIRGINIA BOARD OF CORRECTIONS

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The Virginia Board of Corrections (Board) met on Wednesday, May 21, 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  
The Honorable Vernie W. Francis  
Heather Masters, M.D., SFHM, FACP  
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:** Olivia J. Garland, PhD  
The Honorable Charles Jett

**VADOC STAFF PRESENT:** Emmanuel Fontenot, Compliance, Certification and Accreditation Unit  
Erma Locust, Compliance Certification and Accreditation Unit  
Martha Wright, Compliance, Certification and Accreditation Unit  
Bob Casey, Compliance Certification and Accreditation  
Jim Bruce, Policy and Initiatives Unit  
Rebecca Hancock, Policy and Initiative Unit  
Lucinda Childs-White, Human Resources Unit  
Donna Foster, Administrative Support, Department of Corrections

**GUESTS PRESENT:** Jeffery Haywood, Lancaster County Jail  
Sharon Ringgold, Gemeinschaft Community Residential Program  
Patrick Wilson, Richmond Times Dispatch

## CALL TO ORDER

Chairman Randall called the meeting to order at 1:20 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. She advised that she had provided the governor's office with her resignation, and this would be her final meeting. Chairman Randall noted that she was appointed by Governor Terry McAuliffe and has enjoyed serving as a member of the Board, but also as the Chairman. Time restraints have proven overbearing, and she felt that if she could not devote everything to the position of Chairman of The Board of Corrections, it would be best to resign.

## APPROVAL OF SEPTEMBER BOARD MINUTES

Chairman Randall presented the March 21, 2018 minutes for review and approval.

Upon a **MOTION** by Chairman Randall and duly seconded, the members voted unanimously to **APPROVE** the March 21, 2018 Board meeting minutes.

## PUBLIC COMMENT PERIOD

None

## PRESENTATIONS

### Jim Bruce

*The Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities* implementation process has been completed.

Mr. Bruce advised of new legislation from the 2018 session requiring state institutions and jails to implement a standard requiring the provision of feminine hygiene products to females at no charge. This will require regulatory action, hopefully as a fast-track action as the issue is not considered controversial and is a legislative mandate.

Ms. Randall, having been instrumental in the passage of the legislation to ensure the provision of feminine hygiene product to female inmates made a motion in support of a standard revision to the Board of Corrections' Minimum Standards for Jails.

**I move to change the Board Standards to ensure the provision of all feminine hygiene products to female inmates without charge.**

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

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## 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 the Budget has not yet been approved and the Compensation Board is Awaiting approval. No changes are expected to the salary increases.

There are some personnel changes at the Compensation Board that will affect local facilities. The current LIDs analyst, Kari Jackson, is still there and will get a LIDs technician, Hank Foley who will provide assistance to the jails. Also, the LIDs auditor, Oliver Bradshaw will be retiring in the next few months, and two new auditors will be hired to fill his and another position.

Mr. Anderson reported that Jim Parks reported the out-of-compliance total was 3,666 with 3,297 being male and 369 being female. The Keen Mountain Correctional Center renovation had a minor delay and once complete, similar renovations are expected to begin at Buckingham and Nottoway Correctional Centers. They are reviewing possible ways to add beds at Fluvanna Correctional Center for Women and considering adding medical and mental health staff to provide additional services to potentially increased bed space at Central Virginia Correctional Unit #13 in Chesterfield County.

Mr. Anderson reported that Mr. Casey reported that Chesapeake Correctional Center has experienced some delays in their expected completion date. Substantial completion is expected by May 28<sup>th</sup>, and final completion is expected by July 12<sup>th</sup>. Prince William/Manassas Regional Jail's Phase II renovation is underway with the parking lot, façade removal and lot grading in process. They are anticipating a completion expectation of the fall of 2020. Piedmont Regional Jail is expected to be complete this fall.

## **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:**

**New River Valley Regional Jail  
Middle Peninsula Regional Security Center**

Jeffery Haywood of Lancaster County Jail attended the meeting by request of the Board members during the March meeting. He explained that one employee had left employment and returned but was not required to maintain his CPR and AED certification (in accordance with 6VAC15-40-390 and 6VAC15-40-405) in his previous employment. Upon discovery, this matter was corrected. The other primary concern by the Board was an incident involving a missing sharps item (6VAC15-40-395). Presumably the

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miscount occurred in the packaging distributor, but has been corrected and all sharps are counted at least weekly. The Board members agreed to unconditional certification following his explanation.

## **Unconditional Certification for:**

### **Lancaster County Jail**

Sharon Ringgold of Gemeinschaft Community Residential Program attended the meeting by request of the Board members during the March meeting. She explained that the 2016 fire inspection letter could not be located (in accordance with 6VAC15-70D and 6VAC15-70E). She found emails discussing this scheduled inspection but could not produce proof. The facility was inspected by the fire marshal as required with paperwork provided for 2017. The other primary concern for the Board members was non-compliance with food service dietary allowance requirements (6VAC15-150A). The facility has since been using the Virginia Department of Corrections' menus and are in compliance with the standard. The Board members opted for probationary certification with follow-up in 1 year.

## **Probationary Certification for:**

### **Gemeinschaft Community Residential Services**

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 New River Valley Regional Jail and Middle Peninsula Regional Security Center.**

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

## **JAIL REVIEW COMMITTEE REPORT**

Sheriff Francis reported that Chairman Trent had requested updates from the Jail Review Committee on the status of serious incident investigations. In addition, Mr. Sutherland will focus on medical screening upon intake and continuity of care within local facilities.

## **CLOSED SESSION**

None

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## ADDITIONAL ITEMS FOR DISCUSSION

None

## FUTURE MEETING DATES

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:

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Vernie W. Francis, Jr., Chairman

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John F. Anderson, Jr., Secretary