

**COMMONWEALTH OF VIRGINIA  
BOARD OF LOCAL AND REGIONAL JAILS  
JAIL REVIEW COMMITTEE MEETING**

Regular Meeting.....October 22, 2020

Location .....Academy for Staff Development, Crozier, VA

Presiding.....Vernie Francis, Acting Chairman

Present.....John F. Anderson, Jr. Board of Local and Regional Jails Member  
Charles Jett, Board of Local and Regional Jails Member  
Heather Masters, MD, SFHM, FACP, Board of Local and Regional Jails Member  
Karen Nicely, LPC, Board of Local and Regional Jails Member  
Joanne Peña, Board of Local and Regional Jails Member  
Reverend Kevin L. Sykes, Board of Local and Regional Jails Member  
Bobby Vassar, Board of Local and Regional Jails Member  
Phillip Figura, Board Counsel, Office of the Attorney General  
Steve Goff, Board of Local and Regional Jails  
Audrey Michael, Board of Local and Regional Jails  
Emmanuel Fontenot, Department of Corrections  
Brian Flaherty, Department of Corrections  
Donna Foster, Department of Corrections

The meeting was called to order and Acting Chairman Francis welcomed all attendees.

A Roll Call for attendance was made.

**BOARD ATTENDANCE ROLL CALL:**

<b>John F. Anderson, Jr.</b>	<b>Yay</b>
<b>Vernie, W. Francis, Jr.</b>	<b>Yay</b>
<b>Mr. Charles Jett</b>	<b>Yay</b>
<b>Dr. Heather Masters</b>	<b>Yay</b>
<b>Karen Nicely</b>	<b>Yay</b>
<b>Joanne Peña</b>	<b>Yay</b>
<b>Bobby Vassar</b>	<b>Yay</b>

The February 19, 2020 minutes were brought before the Committee for approval.

Upon a *Motion* by Mr. Jett and duly seconded, the attending members voted unanimously to *Approve* the February 19, 2020 Jail Review Committee meeting minutes.

**Public Comment**

None

**Presentation (Closed Session)**

None

**Closed Session**

The following was offered by Mr. Jett as a motion:

**I MOVE that the Jail Review Committee begin *CLOSED* session pursuant to Virginia Code Section 2.2-3711(A)(16) to discuss or consider medical and mental health records; and pursuant to Virginia Code Section 2.2-3711(A)(8) to consult with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.**

Upon a *Motion* by Mr. Jett and seconded by Mr. Vassar, the attending members voted unanimously to *Approve* the above recommendations.

**Pursuant to Virginia Code Section 2.2-3712(F) I MOVE that the presence of the following individuals will reasonably aid this board in considering the subject of the closed session:**

**Names of the individuals to be included:**

**Phillip Figura  
Steve Goff  
Audrey Michael  
Donna Foster**

Upon a *Motion* by Mr. Jett and seconded by Mr. Vassar, the attending members voted unanimously to *Approve* the above recommendations.

**Reconvene Open Session**

Upon the members' return to open session, Mr. Jett offered the following in the form of a motion:

**I MOVE that the Jail Review Committee reconvene our open session having concluded a closed session to discuss or consider medical and mental health records and to consult with legal counsel regarding specific legal matters**

**requiring the provision of legal advice by such counsel. I *MOVE* that this committee and its individual members certify that during the closed session, the Jail Review Committee limited its discussion to matters lawfully exempt from the public meeting requirements and identified in the closed session motion. If a Member cannot so certify, I ask that they state the reason specifically on the record and that the recorder take role.**

Upon a *Motion* by Mr. Jett and duly seconded, the attending members voted unanimously to *Approve* the above recommendations. All attending Board of Corrections' members *Certified* that the closed session discussion was limited to medical, mental health records and legally exempt matters.

### Actions

I make the following recommendations in the form of a Motion by Acting Chairman Francis:

**The Jail Review Committee investigated the following cases by reviewing institutional, medical, and mental health records and other relevant evidence of the circumstances surrounding each death. The Jail Review Committee further finds that investigation did not reveal any evidence indicating that the facility was out of compliance with the regulations promulgated by the Board. NOW THEREFORE, I MOVE that the following cases be recommended to the Full Board for closure as a result of the following cases:**

<b>Case</b>	<b>Location</b>	<b>Date of Death</b>
19-0010	Portsmouth City Jail	4/12/19
19-0011	Northwestern Regional Jail	4/15/19
18-0051	Bristol City Jail	7/3/18

### General Discussion

None

### Other Comments

There being nothing further, the meeting was *Adjourned*.