

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

Regular Meeting.....November 16, 2022; 9:30 a.m.

Location.....6900 Atmore Drive, Richmond, Virginia

Presiding.....Roland Sherrod, Committee Chairman

Present.....Roland Sherrod, Board of Local and Regional Jails  
The Honorable Vernie Francis, Chairman, Board of Local and Regional Jails  
The Honorable Charles Jett, Vice Chairman, Board of Local and Regional Jails  
Dr. Cleopatra Booker, Secretary, Board of Local and Regional Jails  
Michael Carrera, Board of Local and Regional Jails  
Tiffany Jenkins, Board of Local and Regional Jails  
Christopher Strom, Board of Local and Regional Jails  
Amanda Trent, Board of Local and Regional Jails  
Ryan McCord, Executive Director, Board of Local and Regional Jails  
Alison Lutz, Jail Death Investigator, Board of Local and Regional Jails  
John Rock, Jail Death Investigator, Board of Local and Regional Jails  
Tawana Ferguson, Regulatory Compliance Supervisor, Board of Local and Regional Jails  
Colleen Maxwell, Policy Analyst, Board of Local and Regional Jails  
Sonny Daniels, Assistant Secretary of Public Safety and Homeland Security  
Stacie Sessoms, Office of the Attorney General, Board Counsel (remotely)

Upon determination of a quorum, Committee Chairman Sherrod called the meeting to order.

**Approval of Minutes**

The October 19, 2022 minutes were brought before the Committee for approval.

Upon a *Motion* by Sheriff Jett and a second by Sheriff Francis, the attending members voted unanimously to *Approve* the October 19, 2022 Jail Review Committee meeting minutes.

**Public Comment**

None

**Presentation**

None

**Motion to include non-Board members in closed session**

The following was offered by Sheriff Jett as a motion:

**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:**

**Stacie Sessoms  
Ryan McCord  
Alison Lautz  
Colleen Maxwell  
Tawana Ferguson  
Sonny Daniels**

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

**Closed Session**

Sheriff Jett offered the following in the form of 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 Sheriff Jett and duly seconded, the attending members voted unanimously to ***Approve*** the above recommendations.

**Reconvene Open Session**

Upon the members' return to open session, Sheriff 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.

All members in attendance certified by Roll Call.

**Actions**

Sheriff Jett as a motion offered the following:

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:

Cases	
21-0020	22-0027
21-0025	21-0016
21-0035	21-0052
22-0009	

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

Sheriff Jet *amended* the above *Motion* to add case number **21-0003** to be included with the cases listed above that recommended to the full Board for closure. Mr. Carrera seconded the amended motion. The attending members voted unanimously to *Approve* the addition of case number **21-0003**.

**General Discussion**

None

**Other Comments**

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