

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

Regular Meeting .....March 14, 2023; 10:00 a.m.

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

Presiding.....Amanda Trent, Board of Local and Regional Jails

Present.....The Honorable Vernie Francis, Board of Local and Regional Jails  
                                  Dr. Anita Maybach, Board of Local and Regional Jails  
                                  Ryan McCord, Executive Director, Board of Local and Regional Jails  
                                  Alison Lautz, 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  
                                  Ashley Gordon, Executive Secretary, Board of Local and Regional Jails  
                                  Colleen Maxwell, Policy Analyst, Board of Local and Regional Jails  
                                  Ayesha Osborne, Board Counsel, Office of the Attorney General  
                                  Jake Petzold, Office of the Secretary of Public Safety and Homeland Security

Upon determination of a quorum, Ms. Trent called the meeting to order.

**Approval of Minutes**

The February 15, 2023 minutes were brought before the Committee for approval.

Upon a ***Motion*** by Chairman Francis with a second by Ms. Trent, the attending members voted unanimously to ***Approve*** the February 15, 2023 Jail Review Committee meeting minutes.

**Public Comment**

None

**Presentation**

None

**Serious Incident Reports**

Ms. Ferguson provided the Committee with an overview of serious incidents that occurred in facilities since the last meeting of the Jail Review Committee. One new case with Rockingham – Harrisonburg Regional Jail.

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

The following was offered by Chairman Francis 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:**

**Ryan McCord  
Alison Lautz  
John Rock  
Colleen Maxwell  
Tawana Ferguson  
Ashley Gordon  
Ayesha Osborne  
Jake Petzold**

Upon a *Motion* by Chairman Francis and a second by Ms. Trent, the attending members voted unanimously to *Approve* the above recommendations.

**Closed Session**

Chairman Francis 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 Chairman Francis and a second by Mrs. Trent, the attending members voted unanimously to *Approve* the above recommendation.

**Reconvene Open Session**

Upon the members' return to open session, Chairman Francis 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.**

**Recommendations for Changes to Board Standards**

None based on cases reviewed in this meeting.

**General Discussion**

None

**Other Comments**

There being nothing further and upon motion of Chairman Francis, the meeting was *Adjourned*.

DRAFT