

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

**APPROVED 3/26/2023**

Regular Meeting.....March 15, 2023; 9:30 a.m.

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

Presiding.....Roland Sherrod, Committee Chairman

Present.....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  
Tiffany Jenkins, Board of Local and Regional Jails  
Christopher Strom, Board of Local and Regional Jails  
Dr. Anita Maybach, Board of Local and Regional Jails  
Amanda Trent, Board of Local and Regional Jails  
Michael Carrera, 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  
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  
Captain Christina Mapes, Virginia Beach Sheriff’s Office

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

**Public Comment**

None

**Presentation**

None

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

The following was offered by Vice Chairman 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:**

**Ryan McCord  
Alison Lautz  
John Rock  
Colleen Maxwell  
Tawana Ferguson  
Ashley Gordon  
Ayesha Osborne  
Captain Christina Mapes**

Upon a *Motion* by Vice Chairman Jett and a second by Dr. Booker, the attending members voted unanimously to *Approve* the above recommendations.

**Closed Session**

Vice Chairman 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 Vice Chairman Jett and a second by Mr. Strom, the attending members voted unanimously to *Approve* the above recommendations.

**Reconvene Open Session**

Upon the members' return to open session, Vice Chairman 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**

Vice Chairman 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	
21-0072	21-0043
21-0047	22-0031
22-0047	22-0063
21-0005	21-0030
21-0036	21-0076
21-0054	21-0022
21-0029	21-0064
21-0039	21-0055
21-0003	

Upon a *Motion* by Vice Chairman Jett and a second by Mr. Carrera, the attending members voted unanimously to *Approve* the above recommendations.

Vice Chairman 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 finds that the investigation did reveal evidence indicating that the facility was out of compliance with the regulations promulgated by the Board. However, the Jail Review Committee finds that the corrective actions taken by the jail appropriately addresses the substance of the violation such that no further measures are necessary. **NOW THEREFORE, I MOVE** that the following cases be recommended to the Full Board for closure:

Cases
21-0022
21-0019
21-0050

Upon a *Motion* by Vice Chairman Jett with a second Mr. Carrera, the attending members voted unanimously to *Approve* the above recommendations.

**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*.