

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

APPROVED 6/21/2023

Regular MeetingMay 17, 2023; 9:30 a.m.

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

Presiding.....Charles Jett and Roland Sherrod, Board of Local and Regional Jails

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
Michael Carrera, 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
Michael Wachsmuth, 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
Jami-Reese Robertson, Board of Local and Regional Jails
Katherine Elliot, Board of Local and Regional Jails
Ayesha Osborne, Board Counsel, Office of the Attorney General

Upon determination of a quorum, Committee Vice Chair, Mr. Jett called the meeting to order. Vice Chairman Jett presided until the arrival of Chairman Sherrod. Upon arrival, Chairman Sherrod presided.

Approval of Minutes

The April 19, 2023 minutes were brought before the Committee for approval.

Upon a *Motion* by Mr. Carrera with a second by Mr. Jett, the attending members voted unanimously to *Approve* the April 19, 2023 Jail Review Committee meeting minutes.

Public Comment

None

Presentation

None

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
Michael Wachsmuth
Ayesha Osborne

Upon a *Motion* by Chairman Francis and a second by Mr. Carrera, 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 Mr. Carrera, 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.

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 individual will reasonably aid this board in considering the subject of the closed session:

Robyn deSocio, telephonically, in addition to those mentioned previously.

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

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 Mr. Carrera, 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.

Actions

Chairman Francis 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	
21-0033	21-0068
21-0045	

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

Chairman Francis 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 case be recommended to the Full Board for closure:

Case Number: 21-0040

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

Recommendations for Changes to Board Standards

None

General Discussion

None

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