

**COMMONWEALTH OF VIRGINIA  
BOARD OF LOCAL AND REGIONAL JAILS  
POLICY AND REGULATIONS COMMITTEE MINUTES**

**APPROVED JANUARY 3, 2024**

REGULAR MEETING

December 6, 2023

PRESIDING

Dr. Cleopatra Booker, PsyD, Chair

PRESENT

Dr. Cleopatra Booker, PsyD, Chair  
David Hackworth, Board of Local and Regional Jails  
Tiffany Jenkins, Board of Local and Regional Jails  
Captain Charles Carey, Board of Local and Regional Jails  
Geoff Garner, Executive Director, Board of Local and Regional Jails  
Mary-Huffard Kegley, Policy Analyst, Board of Local and Regional Jails  
John Rock, Death Investigator, Board of Local and Regional Jails

**Call to Order**

Dr. Booker, Committee Chair, called the meeting to order and welcomed attendees. The presence of a quorum was determined.

**Public Comment**

None

**Motion** by Mr. Hackworth to approve minutes of November 1, 2023, meeting. Second by Ms. Jenkins. Unanimous approval.

**New Business**

- A. Administrative Compliance Policy: Committee requested Mr. Garner consult with the Office of the Attorney General (OAG) regarding the Board's authority to develop an Administrative Compliance Policy. Based upon the OAG's response, the Committee will present the draft Policy to the Board for consideration.
- B. Recission of Policies: Board staff will determine status of policies and provide recommendations to the Committee.
- C. MOU with VDH: Committee directed Board staff to connect with VDH to determine appropriate VDH representatives to participate in the workgroups reviewing regulations. Discussion to include review of MOU with VDH regarding authorization, role/responsibility, and necessity of MOU.

- D. Committee discussed Human Rights as a potential focus for the workgroups reviewing regulations. Mr. Rock will collect inmate handbooks/manuals from facilities to determine how human rights information is addressed.
- E. Mr. Hackworth shared that the regulations regarding construction of jails is detailed and unique. It is a challenge to address the issue of electronic communication since it is everchanging and evolving.
- F. Inquiry by Mr. Hackworth if recommendations to regulations will be reviewed to confirm they comply with current law. Mr. Garner indicated the OAG will review the draft recommendations.

**MOTION to adjourn** by Mr. Hackworth, second by Captain Carey. Unanimous approval.