

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

Regular Meeting.....April 17, 2024; 10:30 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, Board of Local and Regional Jails  
Tiffany Jenkins, Board of Local and Regional Jails  
Jessica Vermont, Board of Local and Regional Jails  
David Hackworth, Board of Local and Regional Jails  
Charles Carey, Board of Local and Regional Jails  
Dr. Anita Maybach, Board of Local and Regional Jails  
Dr. Amanda Trent, Board of Local and Regional Jails  
Ashley Gordon, Executive Secretary, Board of Local and Regional Jails  
Mary-Huffard Kegley, Policy Analyst, 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  
Paul Beaupre, Regulatory Compliance Analyst, Board of Local and Regional Jails  
Keischer Brittingham, Regulatory Compliance Analyst, Board of Local and Regional Jails  
Ryan McCord, Administrative Compliance Director, Department of Corrections

**Approval of Minutes**

The February 21, 2024, minutes were brought before the Committee for approval.

Upon a *Motion* by Vice Chairman Jett with a second by Mr. Hackworth, the attending members voted unanimously to *Approve* the February 21, 2024, Jail Review Committee meeting minutes.

**Public Comment**

None

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

The following was offered by Dr. Trent 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**  
**Paul Beaupre**  
**Keischer Brittingham**  
**Ashley Gordon**  
**Mary-Huffard Kegley**  
**Major John “Doug” Williams**  
**Colonel Brandon Young**

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

### **Presentation**

Colonel Brandon Young, Roanoke City Adult Detention Center

### **Reconvene Open Session**

Upon the members' return to open session, Mr. Hackworth 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 roll.**

All members in attendance certified by Roll Call.

**Actions**

Mrs. Jenkins 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	
23-0043	23-0044
24-0002	24-0007
23-0029	24-0004
23-0051	23-0048

Upon a *Motion* by Mrs. Jenkins and a second by Mr. Hackworth, all members voted unanimously to *Approve* the above recommendation.

Mr. Sherrod shared there were no cases closed with corrective actions taken.

**Recommendations for Changes to Board Standards**

None

**General Discussion**

None

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