

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

MINUTES

APPROVED MARCH 19, 2025

REGULAR MEETING

January 15, 2025; 9:30 a.m.

LOCATION

6900 Atmore Drive, Richmond, Virginia

PRESIDING

Dr. Cleopatra Booker, PsyD, Chair

COMMITTEE MEMBERS PRESENT

Captain Charles Carey, Board of Local and Regional Jails
David Hackworth, Board of Local and Regional Jails
Tiffany Jenkins, Board of Local and Regional Jails
Jessica Vermont, Board of Local and Regional Jails

BOARD MEMBERS PRESENT

Michael Carrera, Board of Local and Regional Jails
The Honorable Charlie Jett, Board of Local and Regional Jails
Dr. Amanda Trent, Board of Local and Regional Jails
Lieutenant Joseph Tucker, Board of Local and Regional Jails

OTHERS PRESENT

Brian Flaherty, Executive Director, Board of Local and Regional Jails
Tawana Ferguson, Regulatory Compliance Supervisor, Board of Local and Regional Jails
Jeff Dillman, Superintendent, Riverside Regional Jail
Mary-Huffard Kegley, Policy Analyst, Board of Local and Regional Jails
Alison Lautz, Death Investigator, Board of Local and Regional Jails
Gerald Olson, Board of Local and Regional Jails
Andrew Parker, Office of the Attorney General
John Rock, Death Investigator, Board of Local and Regional Jails
Demetrice Tyler-Holiday, Board of Local and Regional Jails

CALL TO ORDER

Dr. Booker, Committee Chair, called the meeting to order, welcomed attendees, and confirmed quorum.

PUBLIC COMMENT

None

BUSINESS

1. By-Laws Update:

A. Board Chairman Jett suggested revision to the draft Article IV, §3 regarding membership meeting attendance. BLRJ will consider the suggestions and share with the Committee.

B. Mr. Hackworth inquired about draft Article IV, §8 regarding Board member participation in Committee discussion and action. The Committee directed BLRJ staff to request guidance of counsel from the Office of the Attorney General regarding Freedom of Information (FOIA) requirements of closed meeting participation and definition or expectations of participation.

C. Mr. Carrera suggested Committee agenda include Committee member names. Chair Booker will present this recommendation to the Board.

D. Mr. Hackworth shared the point of membership of the Liaison Committee and suggestion for the Board Chairman to have the authority to invite stakeholder members to serve on the Committee.

E. BLRJ staff will provide update items for Committee consideration prior to the Committee's March 19, 2025, Committee meeting.

2. Guidance Document Update:

A. Mary-Huffard Kegley shared that 6VAC15-45-1045 Supervision of Inmates Guidance Document was effective December 19, 2024, and no public comment was submitted.

3. 6VAC15-40 Regulatory Update:

A. Mr. Flaherty provided clarification of November 20, 2024, Board meeting discussion that reference to Office of the Attorney General (OAG) review indicates preliminary and informal review by the BLRJ OAG counsel.

B. 6VAC15-20 Certification and Inspection are in the process of BLRJ staff review. Collaboration with the Virginia Department of Health (VDH) is ongoing.

C. 6VAC15-40 Minimum Standards for Jails and Lockups review continues.

4. Continuous Quality Improvements (CQI):

A. Alison Lautz shared draft documents of language regarding health and medical proactively developed using existing standards for CQI established in 2019. The Committee discussed the process is a self-audit conducted quarterly based on health care services delivered at jails.

Chair Booker reported Committee discussion will be incorporated as operations are developed regarding jail representatives authorized to provide the information to BLRJ and the timeline included in the reports.

B. The Committee discussed presentation materials for Committee review to be provided to the public in advance of Committee meetings.

5. Certification, Inspections and Audit Reports

Tawana Ferguson, Regulatory Compliance Supervisor, presented the Certification, Inspections and Audit Report to the Committee.

The following was offered by Mrs. Vermont in the form of a **Motion**, second by Mr. Hackworth:

- a. **Motion**: As a result of 100% compliance with Board standards, I MOVE unconditional certification for the following facilities:
 - i. Henrico County Regional Jail – East
 - ii. Henrico County Regional Jail – West

Unanimous approval.

The following was offered by Mr. Hackworth in the form of a **Motion**, second by Mrs. Vermont:

- b. **Motion**: As a result of 100% compliance with Board standards, I MOVE suspension of the 2024 annual inspections for the following facilities:
 - i. Henrico County Regional Jail – East
 - ii. Henrico County Regional Jail – West

Unanimous approval.

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