

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

**MINUTES**

**APPROVED MARCH 19, 2025**

REGULAR MEETING

November 20, 2024; 9:30 a.m.

LOCATION

6900 Atmore Drive, Richmond, Virginia

PRESIDING

Dr. Cleopatra Booker, PsyD, Chair

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  
The Honorable Charlie Jett, Board of Local and Regional Jails  
Dr. Anita Maybach, Board of Local and Regional Jails  
Jessica Vermont, Board of Local and Regional Jails  
Brian Flaherty, Executive Director, Board of Local and Regional Jails  
Tawana Ferguson, Regulatory Compliance Supervisor, Board of Local and Regional Jails  
Mary-Huffard Kegley, Policy Analyst, Board of Local and Regional Jails  
Alison Lautz, Death Investigator, 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, welcomed attendees, and confirmed quorum.

**PUBLIC COMMENT**

None

**Motion** by Mr. Hackworth to approve minutes of the September 18, 2024, Committee meeting, second by Mrs. Vermont. Unanimous approval.

**BUSINESS**

1. Committee Announcements: Chair, Dr. Booker, designated Mrs. Jenkins to serve as Vice Chair of the Committee.

2. By-Laws Update: Mary-Huffard Kegley shared that BLRJ By-Laws are in the process of review and will be presented to the Board in January 2025. Mr. Hackworth noted that current By-Laws assign Committee to review inspections and audits. Mr. Flaherty reported By-Laws

revisions will include that assignment, and the Committee will assume this responsibility in January 2025.

3. 6VAC15-40 Regulatory Update: Mr. Flaherty reported BLRJ staff has completed review of the 151 regulations and plans to share with Mr. Parker as the Office of Attorney General (OAG) representative to the Board. Several regulations require reengagement with the stakeholder workgroups for discussion, including the 6VAC15-40-600 and 700 standards.

4. 6VAC15-40-1045 Update: The Office of Regulatory Management (ORM) approved the Board's proposed guidance, and it was published in the Virginia Register on November 18, 2024. The 30-day public comment period ends December 19, 2024, and it will be presented to the Board for action in January 2025.

5. Continuous Quality Improvement (CQI) Update, Code of Virginia (COV) 53.1-5: BLRJ staff has incorporated CQI responsibilities with Alison Lautz. The Committee discussed developing standards to address CQI reporting and potential information resources with the Virginia Sheriff's Association (VSA) and the Virginia Association of Regional Jails (VARJ).

6. Virginia Department of Health (VDH) Update: BLRJ staff reported collaboration with the VDH continues as the Memorandum of Understanding (MOU) is reviewed.

7. 6VAC15-45 Regulations for Private Management and Operation of Prison Facilities Update: The regulations are no longer within the purview of the BLRJ, and the Board will review to provide a recorded vote.

8. Department of General Services (DGS): Mr. Hackworth reviewed the Virginia budget language to require BLRJ collaboration with DGS regarding jail construction which increases capacity. He pointed out the difference between conceptual design and value expense.

**Motion** to adjourn by Mr. Hackworth, second by Mrs. Vermont. Unanimous approval.