

**FINAL/Approved**  
**THE VIRGINIA BOARD OF CORRECTIONS**

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The Virginia Board of Corrections (Board) met on Wednesday, November 14, 2018 at the Department of Corrections (VADOC) Headquarters, 6900 Atmore Drive, Richmond, Virginia 23225.

**SPECIAL GUEST:** Deputy Secretary of Public Safety and Homeland Security Ryant Washington

**BOARD MEMBERS PRESENT:** The Honorable Vernie W. Francis, Jr., Chairman  
Bobby Vassar, Vice Chairman  
John F. Anderson, Jr., Secretary  
William T. Dean  
Olivia J. Garland, Ph.D.  
The Honorable Charles Jett  
Heather Masters, M.D., S.F.H.M., F.A.C.P.  
Karen Nicely  
Reverend Kevin L. Sykes

**BOARD JAIL REVIEW UNIT:** Steven Goff, Investigative Analyst  
Kemba Jennings, Policy Analyst

**BOARD COUNSEL:** Phillip Figura, Esq., Office of the Attorney General

**BOARD MEMBERS ABSENT:** None

**VADOC STAFF PRESENT:** Erma Locust, Compliance Certification and Accreditation Unit  
Bob Casey, Compliance Certification and Accreditation Unit  
James Bruce, Policy and Initiatives Unit  
Rebecca Hancock, Policy and Initiatives Unit  
Gabriella Pino-Moreno, Policy and Initiatives Unit  
Donna Foster, Administrative Support, Department of Corrections

**GUESTS PRESENT:** Kimberly Dyke-Harsley, Member of Public

**CALL TO ORDER**

Chairman Francis called the meeting to order at 12:08 p.m.

**DETERMINATION OF QUORUM**

Chairman Francis determined there was a quorum present.

**FINAL/Approved**  
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**WELCOME AND INTRODUCTIONS**

Chairman Francis welcomed everyone in attendance. He asked all attendees to introduce themselves.

**APPROVAL OF SEPTEMBER BOARD MINUTES**

Chairman Francis presented the September 19, 2018 minutes for review and approval.

Upon a *Motion* by Chairman Francis and duly seconded, the members voted unanimously to *Approve* the September 19, 2018 Board meeting minutes.

**PUBLIC COMMENT PERIOD**

None

**PRESENTATIONS**

**Jim Bruce**

Mr. Bruce reported that the regulatory action of the feminine hygiene bill is in process and the word “reasonable” has been struck. The amended standard reads as follows:

“The facility shall provide soap, a toothbrush, and toothpaste or toothpowder to each inmate upon admission to the general population. Feminine hygiene items, including sanitary napkins and tampons, (as defined by facility policy) shall be provided upon ~~reasonable~~ request to each female inmate assigned to the general population without charge. Notwithstanding security considerations, shaving equipment, including a mirror, and haircuts shall be made available, and the hygiene needs of all inmates shall be met.”

**LIAISON COMMITTEE UPDATE**

Mr. Anderson provided an overview of the Funding and Budget Issues Report, Prison Population Report, the Jail Construction Update, Offender Management Services update as well as other business.

Mr. Anderson reported that Tim Trent served as chairman of the Liaison Committee meeting.

Mr. Anderson reported that Jim Bruce reported a similar presentation as detailed previously in this meeting.

Mr. Anderson reported that Ms. deSocio did not attend the Liaison meeting.

Mr. Anderson reported that Mr. Casey reported that Chesapeake Correctional Center is complete but correcting punch list items with plans to open by the end of the year. Piedmont Regional Jail is nearing completion with substantial completion expected around the end of the year. Prince William/Manassas Regional Jail’s Phase II, 204-bed expansion, is about 61% complete with completion is expected around

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March, 2020. Henry County Jail's demolition is nearing 80% completion. The Value Management Analysis final report was issued on September 28, 2018. Based on the 35% construction documents reviewed, the construction cost is estimated to be \$59.5 million. Potential savings of \$2.5 million was identified in the report. Construction is still anticipated to start in June, 2019 with completion expected around November, 2021.

Mr. Anderson reported that Jim Parks reported the out-of-compliance total was 3,274 with 3,032 being male and 242 being female.

**JAIL REVIEW COMMITTEE REPORT**

Mr. Dean made the following in the form of a motion:

**I move that the following cases were reviewed and revealed no evidence of any act of or by omission by the facility or any employee or agent thereof that may have directly or indirectly contributed to the inmate's death. The jails were in compliance with the regulations promulgated by the Board of Corrections and no deficiencies noted within the provisions of the Virginia Administrative Code.**

<b>Case</b>	<b>Location</b>	<b>Date of Death</b>
18-0015	Hampton Sheriff's Department	7/21/17
18-0019	Northwestern Regional Adult Detention Center	7/29/17
18-0021	Fairfax County Sheriff's Department	8/18/17
18-0026	Northwestern Regional Adult Detention Center	9/2/17

Upon a *Motion* by Jail Review Committee Chairman Dean and duly seconded, the attending members voted unanimously to *Approve* the above recommendations.

**CORRECTIONAL SERVICES COMMITTEE /Policy & Regulations  
LOCAL FACILITIES SECTION – STAFFING/FUNDING AND UNANNOUNCED  
INSPECTIONS:**

By recommendation of the Compliance, Certification and Accreditation Unit to approve as follows:

**I make the following recommendations in the form of a Motion:**

**Unconditional certification as a result of 100% compliance for:**

**Amherst Adult Detention Center-BRRJA  
Halifax Adult Detention Center-BRRJA  
Madison County Lockup**

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**Unconditional Certification as a result of 100% compliance to include re-certification to hold male and female juveniles in accordance with §16.1-249.G of the Code of Virginia for:**

**Gloucester County Jail  
Hampton Roads Regional Jail  
Virginia Beach City Jail**

**Probationary certification for:**

**Northwestern Regional Adult Detention Center for 6 months**

**The Board of Corrections, in recognition of the outstanding achievement of 100% compliance with standards, approves the suspension of the 2018 annual inspections for the Amherst Adult Detention Center-BRRJA, Halifax Adult Detention Center-BRRJA, Gloucester County Jail and Madison County Lockup.**

Upon a *Motion* by Chairman Francis and duly seconded, the attending members voted unanimously to *Approve* the above recommendations.

**GENERAL DISCUSSION**

Chairman Francis advised that Kemba Jennings was chosen as the Policy Analyst for the Board of Corrections. All members welcomed her to her new position.

**CLOSED SESSION**

None

**ADDITIONAL ITEMS FOR DISCUSSION**

None

**FUTURE MEETING DATES**

Wednesday, March 20, 2019  
Wednesday, May 15, 2019  
Wednesday July 17, 2019  
Wednesday, September 18, 2019  
Wednesday, November 20, 2019

**ADJOURNMENT**

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There being no further business to discuss before the Board of Corrections, upon a *Motion* by Chairman Francis and duly seconded, the meeting was *Adjourned* by unanimous vote of the attending members.

**Please be advised that the recording of this meeting failed. Any changes to these minutes can be made during the January 8, 2019 meeting.**

APPROVED:

*Signature on File*

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The Honorable Vernie W. Francis, Jr., Chairman

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John F. Anderson, Jr., Secretary