

**COMMONWEALTH OF VIRGINIA**  
**BOARD OF CORRECTIONS**

Regular Meeting	May 16, 2007
Location .....	6900 Atmore Drive Richmond, Virginia
Presiding .....	Sterling C. Proffitt, Chairman
Present .....	James H. Burrell Peter G. Decker, III Gregory M. Kallen Raymond W. Mitchell James R. Socas
Absent .....	Jacqueline F. Fraser W. Alvin Hudson, Jr W. Randy Wright

**10:00 a.m., Wednesday, May 16, 2007**  
6900 Atmore Drive, Richmond, Virginia

**The meeting was called to order. Mr. Proffitt welcomed all those present and noted a quorum was present. The roll was called by Mrs. Woodhouse. Three members, as indicated during the verbal roll call and noted above, were absent.**

**I. Board Chairman (Mr. Proffitt)**

1) **Motion to Approve March Board Minutes**

The Chairman called for a Motion to approve the March Board minutes.

By **MOTION** duly made by Mr. Burrell and seconded by Mr. Mitchell, the minutes were **APPROVED** as presented by verbally responding in the affirmative (Burrell, Decker, Mitchell, Kallen). There were no questions and there was no discussion. There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. Mr. Socas' vote was not included as he was not present at the March meeting. The Motion carried.

**II. Public/Other Comment (Chairman)**

There was no one present to address the Board.

**III. Presentation to the Board**

The Chairman noted there was no presentation scheduled for the Board this month. The Director remarked that if there was any presentation the Board would like to have, the Department would be happy to accommodate. Mr. Socas suggested a presentation on Correctional Officer compensation. The Director responded by stating that as a result of action by the General Assembly this Session, Correctional Officers will be receiving a \$1,200 across-the-board pay increase and Supervisors (Sergeant through Major) will be

receiving \$600 in November of this year. This increase does not include an increase in benefits.

The Director went on to highlight some Department events which have occurred to date; those being, Correctional Officers Week, Correctional Nurses Week, Public Service Week and the Department's Employee Recognition Ceremony for those employees with 25 years or more of state service.

**IV. Liaison Committee (Mr. Burrell)**

Mr. Burrell noted he and other members of the Committee met on May 15, 2007, and during that meeting, Ms. Kim Lipp provided information on the Department's capital outlay projects. She indicated that *Deerfield* is 99 percent complete; *Green Rock* is currently taking in inmates; *Pocahontas* is 99 percent complete; and *St. Brides* Phase II is 70 percent complete.

Mr. Bill Wilson presented the Committee with an update to the prison and jail population figures. The out-of-compliance figure as of meeting time was 2,450.

Also during the meeting, Mr. Cherry reported that the Hurricane Evacuation Plan Committee work continues and several agencies are participating.

There were no questions or comments. No Board action was required.

**V. Administration Committee (Mr. Socas)**

Mr. Wright was absent so Mr. Socas provided the Committee report. The Committee met and reviewed the 2Q 2007 Overtime Report (Period Ended March 31, 2007). He noted that year to year, the 4.23 percent increase indicated in the report is in line with normal increases in salaries. Overtime costs are attributed to vacancies, training requirements, disability, military leave, weather-related conditions and security conditions at the facility. He also noted that due to the concentration of state and federal prison facilities in the Central Region, there is an ongoing issue with recruitment and retention of Corrections Officers. The Committee also discussed the Correctional Officer Vacancy Rate Report as of April 30, 2007. It was noted that as with the Overtime, the Central Region vacancies are higher as compared to other regions but are in line with state norms.

There were no questions or comments. No Board action was required.

**VI. Correctional Services Committee Report/Policy & Regulations (Mr. Burrell)**

1) **Amend Board Motion Addressing Value Engineering Study Cost Reimbursement**

**Mr. Burrell noted one amendment and one addition to the March Board-approved language: to delete the word policies in the first line and to add a new sentence (in italics below). The *AMENDED MOTION* now reads:**

**That the Board amends the existing Construction Standards under emergency procedures while the APA process is implemented to include a provision relative to the Value Management Assessment Study. These Standards are under the Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities. *This amendment is not retroactive to projects that have already been reimbursed.***

The motion was made by Mr. Burrell and seconded by Mr. Mitchell. The **AMENDED MOTION** was **APPROVED** as presented by verbally responding in the affirmative (Burrell, Decker, Kallen, Mitchell, Socas). There were no questions or comments. There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. The Motion carried.

2) **Motion for Approval of Community-Based Corrections Plan for New River Valley Regional Jail**

The New River Valley Regional Jail Authority is seeking approval for their community-based corrections plan to justify the expansion of the New River Valley Regional Jail by 488 beds. A copy of the Resolution from the Jail Authority was included in the record. Staff reviewed the request and presented its recommendation.

Therefore, Mr. Burrell presented the following Motion for approval: **The Board of Corrections approves the request for approval of the Community-Based Corrections Plan for the New River Valley Regional Jail Authority in support of their need to expand the New River Valley Regional Jail.** The Motion was seconded by Mr. Mitchell.

There were no questions or comments at the call. The **MOTION** was **APPROVED** as presented by verbally responding in the affirmative (Burrell, Decker, Kallen, Mitchell, Socas). There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. The Motion carried.

3) **Compliance and Accreditation Certifications Section**

Mr. Burrell presented several certification recommendations on behalf of the Committee for consideration:

**Unconditional Certification with 100% compliance for: Southampton Correctional Center; Augusta Correctional Center with ACA Re-accreditation; Mecklenburg Correctional Center with ACA Re-accreditation; and Deep Meadow Correctional Center with initial Accreditation from ACA.**

As duly made by Mr. Burrell and seconded by Mr. Mitchell, the **MOTION** was **APPROVED** as presented by verbally responding in the affirmative (Burrell, Decker,

Kallen, Mitchell, Socas). There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. The Motion carried.

**And, Unconditional Certification for Prince William-Manassas Regional Adult Detention Center with approval to hold male and female juveniles in accordance with §16.1-249 of the Code of Virginia; and Unconditional Certification for Portsmouth City Jail and Culpeper County Jail.**

As duly made by Mr. Burrell and seconded by Mr. Mitchell, the *MOTION* was *APPROVED* as presented by verbally responding in the affirmative (Burrell, Decker, Kallen, Mitchell, Socas). There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. The Motion carried.

**And, Unconditional Certification for Probation and Parole District #5 (Gloucester); Probation and Parole District #16 (Wytheville); and Probation and Parole District #3 (Portsmouth).**

As duly made by Mr. Burrell and seconded by Mr. Mitchell, the *MOTION* was *APPROVED* as presented by verbally responding in the affirmative (Burrell, Decker, Kallen, Mitchell, Socas). There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. The Motion carried.

4) **Motion to Approve Withdrawal of Waiver for 2006 Certification Audit for Loudoun County Adult Detention Center** (from July, 2006, Board Meeting)

During the July, 2006, Board meeting, it was approved to waive the triennial certification audit scheduled for September, 2006, for Loudoun County Adult Detention Center because the facility was supposed to open its new facility in September, 2006. The date of opening was subsequently pushed back to December, 2006. Now because of problems with the new facility, the projected opening date is scheduled for late June or early July of this year. It is therefore recommended to the Board to withdraw its earlier waiver and that the triennial certification audit be performed as soon as practical.

As duly made by Mr. Burrell and seconded by Mr. Mitchell, the *MOTION* was *APPROVED* as presented by verbally responding in the affirmative (Burrell, Decker, Kallen, Mitchell, Socas). There were no opposing votes. The Chairman then voted his approval of the Motion. Three members were absent. The Motion carried.

**VII. Closed Session**

There was no Closed Session held.

**VIII. Other Business**

Mr. Johnson noted the Department is now entertaining quarterly meetings with Virginia C.U.R.E. to try to address questions and concerns. The first meeting was held on May 9,

2007. It is hoped that by meeting regularly, there will be better opportunity to get questions answered before problems arise.

Deputy Secretary Cristman was in attendance and reported he had been at State Police Headquarters just prior to the Board meeting to attend the 2007 Police Officers' Memorial Service.

**IX. Board Member/Other Comment**

Mr. Burrell enquired about mentally impaired inmates and how the Department handles these challenging cases. The Director noted that Marion Correctional Treatment Center is available for inmates with mental health issues that cannot be addressed in a regular facility. And he noted if local jails find themselves with a special case that they cannot handle, the Department does everything it can to bring the inmate into the state system.

Mr. Proffitt mentioned he had spoken with Mr. Hudson prior to the meeting. Mr. Hudson is convalescing at home following surgery on May 9, 2007. Mr. Proffitt noted he had attended the Virginia Association of Regional Jails Conference in Virginia Beach, during which good training and social activities were held. He had also attended the 75<sup>th</sup> Anniversary Celebration at VCCW where Deputy Secretary Cristman was the Keynote Speaker. And on April 26, 2007, the Chairman participated in the annual Zoom-A-Lube Golf Tournament to benefit Special Olympics, St. Judes Children's Hospital and the Department's Employee Assistance Fund. He noted the turnout for the event was outstanding. On May 4, 2007, the Chairman attended the Department's Employee Recognition Ceremony. And lastly, on May 11, 2007, the Chairman attended a ceremony at the Central Virginia Regional Jail's Public Safety Officers' Memorial where this year 11 names were added to the monument.

**X. Future Meeting Plans**

**The following information has been provided to Board Members previously and is provided now for the purposes of the record.**

**The July, 2007, meetings are scheduled as follows:**

**Liaison Committee** – 10:00 a.m., Board Room, 6900 Atmore Drive, Richmond, Virginia, July 17, 2007.

**Correctional Services/Policy & Regulations Committee** – 11:00 a.m., Board Room, 6900 Atmore Drive, Richmond, Virginia, July 17, 2007.

**Administration Committee** – 9:30 a.m., Green Rock Correctional Center (tentatively), Chatham, Virginia, July 18, 2007.

**Board Meeting** – 10:00 a.m., Green Rock Correctional Center (tentatively), Chatham, Virginia, July 18, 2007.

**XII. Adjournment**

There being nothing further, by **MOTION** duly made by Mr. Mitchell, seconded by Mr. Socas and unanimously **APPROVED** (Burrell, Decker, Kallen, Mitchell, Socas), the meeting was adjourned. There was no discussion. The Chairman voted his approval of the move to adjourn. The Motion carried.

*(Signature copy on file)*

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STERLING C. PROFFITT, CHAIRMAN

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RAYMOND W. MITCHELL, SECRETARY