

**COMMONWEALTH OF VIRGINIA
BOARD OF CORRECTIONS
JAIL REVIEW COMMITTEE MEETING**

Regular Meeting.....June 20, 2018

Location6900 Atmore Drive, Richmond, Virginia

Presiding.....Sheriff Vernie W. Francis, Jr., Chairman

Present.....John F. Anderson, Jr. Board of Corrections Member
William T. Dean, Board of Corrections Member
Olivia Garland, Ph.D., Board of Corrections Member
Charles Jett, Board of Corrections Member
Pastor Kevin L. Sykes, Board of Corrections Member
Bobby Vassar, Board of Corrections Member
Steve Goff, Board of Corrections
Brian Sutherland, Board of Corrections
Michael Jagels, Board Counsel, Office of the Attorney General
Ron Hall, Department of Corrections
Ned Oliver, Virginia Mercury News
Jim Bruce, Department of Corrections
Erma Locust, Department of Corrections
Bob Casey, Department of Corrections
Donna Foster, Department of Corrections

Absent.....Olivia Garland, Board of Corrections Member
Charles Jett, Board of Corrections Member

The meeting was called to order and Chairman Francis welcomed all attendees.

The May 16, 2018 minutes were brought before the Committee for approval.

Upon a **MOTION** by Chairman Francis and duly seconded, the attending members voted unanimously to **APPROVE** the May 16, 2018 Jail Review Committee meeting minutes.

Public Comment

There was no public comment.

Closed Session

Mr. Jett offered the following as a motion:

I move that the Jail Review Committee begin *CLOSED* session pursuant to Code of Virginia §2.2-3711(A16) to discuss matters lawfully exempt from public disclosure of medical and mental health records.

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

Reconvene Open Session

Mr. Vassar made note of some conversation that was inadvertently held while still in closed session regard his intent to appoint a nominating committee in order to elect a new chairman of the Board of Corrections.

Upon the members' return to open session, Mr. Jett offered the following in the form of a motion:

I move that the Jail Review Committee reconvene our open session to discuss matters pursuant to Code of Virginia §2.2-3711(A16) to discuss matters lawfully exempt from public disclosure of medical and mental health records. I move that this committee and its individual members Certify that in closed session, the Jail Review Committee limited its discussion to public meeting requirements lawfully exempt from the public meeting requirements and identified in a closed session motion. If a member cannot so Certify, I ask that the recorder take role.

Upon a *Motion* by Mr. Jett and duly seconded, the attending members voted unanimously to *Approve* the above recommendations. All attending Board of Corrections' members *Certified* that the closed session discussion was limited to legally exempt matters with noted exception.

General Discussion

Mr. Goff provided a sample report for the purpose of format approval. Mr. Anderson noted that he thought that the charges and sentence may be helpful information added to the introductory information for each case. Mr. Jett asked about the frequency of reporting the investigation findings to the mandated officials, asking if they would be reported individually or collectively. Chairman Francis advised that he, Mr. Goff and Mr. Sutherland had met with the Board counsel, Phillip Figura to discuss the requirements of the statute. The statute requires a detailed report for each case as well as confidentiality. Names have been omitted in favor of case numbers to protect identities. Each case will be reported individually in accordance with the legislation. Chairman Francis noted that he would discuss the addition of charges and sentencing information to the reports.

Mr. Dean suggested the addition of an executive summary to provide for a brief synopsis of the findings in totality, to include the number of cases being reported, the status of the findings and any recommendations.

I move that the Jail Review Committee Approve/Disapprove the suggested formatting of confidential working papers for submission to the Governor, the General Assembly and the Virginia Department of Corrections to include an executive summary.

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

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.

Case	Location	Date of Death
17-0002	Piedmont Regional Jail	10/06/17
17-0003	Culpeper County Sheriff's Department	10/09/17
17-0008	Chesapeake City Sheriff's Office	11/21-17
17-0009	Newport News City Sheriff's Office	11/22/17
17-0011	Hampton Roads Regional Jail	12/1/17
17-0013	Hampton Roads Regional Jail	12/14/17
17-0014	Roanoke County Sheriff's Department	12/20/17
18-0002	Hampton Roads Regional Jail	1/17/18
18-0004	Rappahannock Regional Jail	1/22/18
18-0005	Northern Neck Regional Jail	1/22/18
18-0006	Southwest Virginia Regional Jail-Haysi	1/29/18
18-0012	Western Virginia Regional Jail	7/02/17
18-0017	Chesapeake City Sheriff's Department	7/23/17
18-0018	Hampton Roads Regional Jail	7/25/17
18-0020	Southwest Virginia Regional Jail-Abingdon	8/11/17
18-0024	Hampton Roads Regional Jail	8/22/18
18-0027	Meherrin River Regional Jail	9/02/17
18-0028	Roanoke City Sheriff's Department	9/09/17

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

These cases will be recommended to the full Board for action during the July meeting.

Other Comments

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