

**COMMONWEALTH OF VIRGINIA
STATE BOARD OF LOCAL AND REGIONAL JAILS
AGENDA**

March 18, 2026, 9:30 AM
6900 Atmore Drive, 3rd Floor Main Board Room
Richmond, VA 23225

1. Call to Order
2. Determination of Quorum
3. Welcome and Introduction of Dr. Scarbrough
4. Public Comment (limited to 5 minutes per person)
5. Approval of January 7, 2026, Board Meeting Minutes

Motion: I **MOVE** approval of January 7, 2026, Board meeting minutes.

6. Motion to Recess

Motion: I **MOVE** the State Board of Local and Regional Jails stand in recess.

7. Call to Order

Motion: I **MOVE** the State Board of Local and Regional Jails reconvene.

8. Determination of Quorum
9. Jail Review Committee Report

A. Motion to Close Cases **With no Violations:**

- i. **Motion:** The Committee investigated the following cases by reviewing institutional, medical, and mental health records and other relevant evidence of the circumstances surrounding each death. The Committee finds the investigation did not reveal any evidence indicating the facility was out of compliance with the regulations promulgated by the Board. NOW THEREFORE, I **MOVE** the following cases for closure:

B. Motion to Close Cases **With Violations Properly Addressed:**

- i. **Motion:** The Committee investigated the following cases by reviewing institutional, medical, and mental health records and other relevant evidence of the circumstances surrounding each death. The Committee finds that the investigation revealed evidence indicating that the facility

was out of compliance with Board regulations; however, the Committee further finds that corrective actions taken by the facility appropriately addressed the Committee's concern. NOW THEREFORE, I **MOVE** the following cases for closure:

10. Policy and Regulations Committee Report

A. Certification, Inspections and Audit Report

1. **Motion:** As a result of 100% compliance with Board standards, I **MOVE** unconditional certification for the following facilities:
 - i. Northern Neck Regional Jail
 - ii. Page County Jail
 - iii. Western Tidewater Regional Jail
2. **Motion:** As a result of 100% compliance with Board standards, I **MOVE** suspension of the 2026 annual inspections for the following facilities:
 - i. Northern Neck Regional Jail
 - ii. Page County Jail
 - iii. Western Tidewater Regional Jail
3. **Motion:** As a result of 100% compliance with Board standards and in accordance with §16.1-249(G) of the Code of Virginia, I **MOVE** certification to hold male and female juveniles for the following facility:
 - i. Northern Neck Regional Jail

11. Presentation

Gerald Olson, Board Architect

A. Virginia Peninsula Regional Jail Security Electronics Upgrade Project

Motion: The Board **APPROVES** Virginia Peninsula Regional Jail's request for State funding for security upgrades in the facility. This motion recognizes a total eligible cost of \$2,200,000 of which up to 25% or \$550,000 would be eligible for State reimbursement in a lump sum payment. Such reimbursement is subject to the availability of funds and compliance with Board Standards for Planning, Design, Construction and Reimbursement of Local Correctional Facilities, 2018, and §§53.1-80 through 82, Code of Virginia.

B. Pittsylvania County Jail Project Extension

Motion: The Board **APPROVES** Pittsylvania County's request for a one-year extension for the Pittsylvania County Jail project, approved by the Board May 15, 2024, in accordance with 6VAC15-81-410.

12. Bylaws Review

13. BLRJ Financial Report
14. BLRJ Website/Facility Update
15. Relocation of Inmates
16. Additional Items for Discussion
17. Adjournment

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**BYLAWS LAWS OF THE STATE BOARD OF
LOCAL AND REGIONAL JAILS**

ARTICLE I

Purpose, Powers, and Duties

The Board of Local and Regional Jails (BLRJ) is established by the Code of Virginia (COV) as a policy board with a broad range of responsibilities. The purpose, powers, and duties of the Board are enumerated in §53.1-5 of the COV. Duties of the Board include, but are not limited to, developing and establishing operational and fiscal standards governing the operation of local correctional facilities and lockups; advising the Governor on matters relating to local corrections; making, adopting and promulgating such rules and regulations as may be necessary to carry out the provisions of this Section and other laws of the Commonwealth pertaining to local correctional facilities and lockups; and developing and implementing policies and procedures for the review of the death of any inmate that the Board determines warrants review that occurs in the custody of any local correctional facility or lockup.

ARTICLE II

Membership; Qualifications; Terms

Pursuant to §53.1-2 COV, Board membership consists of 11 residents of the Commonwealth appointed by the Governor and subject to confirmation by the General Assembly. Members of the Board serve at the pleasure of the Governor for four (4) year terms, and vacancies other than by expiration of a term are filled by the Governor for the unexpired term. Board members may not serve more than two (2) full consecutive four-year terms.

Appointees are:

1. One (1) former sheriff
2. One (1) former superintendent of a regional jail facility
3. Two (2) individuals employed by a public mental health services agency with training in or clinical, managerial, or other relevant experience working with individuals subject to the criminal justice system who have mental illness
4. One (1) individual with experience overseeing a correctional facility's or mental health facility's compliance with applicable laws, rules, and regulations
5. One (1) physician licensed in the Commonwealth
6. One (1) individual with experience in administering educational or vocational programs in state or local correctional facilities
7. One (1) individual with experience in financial management or performing audit investigations
8. One (1) citizen member who represents community interests
9. Two (2) individuals with experience in conducting criminal, civil, or death investigations

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ARTICLE III

Officers

§1. The Officers of the Board shall be the Chair, Vice Chair, and Secretary.

§2. Chair: The Chair shall be the presiding officer of the Board according to parliamentary procedure. The Chair shall appoint members to all committees, task forces, advisory councils, and other like assignments. The Chair shall act as the official spokesperson or representative of the Board and shall perform such additional duties as required. The Chair is an ex-officio member of all committees, to exclude Nominating Committees for Board officers. As an ex-officio member, the Chair has the right, but not the obligation, to participate in the proceedings of the Committees, and is not counted in determining the number required for quorum.

§3. Vice Chair: The Vice Chair shall assume all powers and duties of the Chair in the absence of the Chair. The Vice Chair shall perform other duties as assigned by the Chair or the Board to include, but not be limited to, assignment to the Liaison Committee.

§4. Secretary: The Secretary shall be responsible for co-authorizing the Board minutes with the Chair and performing other duties as assigned by the Chair or the Board.

§5. The Officers shall be elected through a three (3) member Nominating Committee, to be appointed by the Chair at a meeting prior to the election. Elections shall be held every two years upon expiration of the Chair's term of office, in even numbered years in September or as soon thereafter as a quorum of the Board is present. The Nominating Committee shall nominate at least one (1) Board member for the offices of Chair, Vice Chair and Secretary, and report the nominees to the full Board for vote. Upon receiving the Nominating Committee's report, Board members in attendance may add nominees to those recommended by the Nominating Committee. The Officers shall be elected by the majority voice or show of hands vote of the Board quorum in attendance. Pursuant to §2.2-3710 et.seq. COV, no public body shall vote by secret or written ballot, and unless expressly provided by Title 2.2, Chapter 37 COV, no public body shall vote by telephone or other electronic communication means.

§6. Officers so elected shall serve a term of two (2) years and Officers may succeed themselves consecutively with no term limit. An Officer may resign at any time or may be removed prior to a regularly scheduled election at any Board meeting upon motion by any Board member and a two-thirds (2/3) vote of the Board membership. A successor may thereafter be elected for the remainder of the term using the interim election process as per Article III, §7.

§7. Should it become necessary to hold an interim election due to the illness, resignation, and/or replacement of any Board Officer, and/or expiration of any Board Officer's term of appointment, such election shall be held as soon as possible utilizing the above-stated process. A quorum of the Board must be present to effect the election. In

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1 the interim and until such election is held, *the Vice Chair shall assume the*
2 *responsibilities of the Chair and the Secretary shall assume the responsibilities of the*
3 *Vice Chair.* ~~a parliamentary succession shall be utilized.~~ Should it not be possible for
4 ~~such succession, a parliamentary succession~~ due to a current Officer being replaced by
5 the Governor, the process shall be that a Board member in good standing shall be selected
6 by the membership to act as temporary Chair and presiding Officer to effect appointment
7 of a Nominating Committee. Once that step has been taken, the Nominating Committee
8 shall complete its assignment as outlined in §5. Upon completion of an interim election,
9 the results are binding until the next election.

ARTICLE IV

Meetings

15 §1. Pursuant to §53.1-4 COV the Board shall hold regular meetings at least six (6)
16 times each calendar year. Five (5) members shall constitute a quorum.

18 §2. Special meetings of the Board may be called by the Chair. In the Chair's absence,
19 the Vice Chair or any three (3) members of the Board may call a special meeting. A
20 quorum of the Board is required to conduct a special meeting and special meetings
21 qualify for the requirement of at least six (6) meetings per year.

23 §3. Meaningful participation is essential to the fulfillment of the function of
24 membership. Situations of inappropriate participation or lack of participation shall be
25 referred to the Chair. If a Board member anticipates absence from a meeting, the Board
26 member shall notify the Executive Director of the Board, who shall notify the Chair.

28 §4. Meetings shall be conducted in accordance with these Bylawsy Laws and
29 Robert's Rules of Order, Newly Revised, unless preempted by the COV.

31 §5. Meeting activities shall comply with the Freedom of Information Act (FOIA)
32 requirements. Minutes shall be recorded at all public meetings and voting by secret or
33 written ballot or by electronic communication is not permissible. (§2.2-3710 COV).
34 Closed sessions may be called only for purposes outlined in §2.2-3711 COV.

36 §6. As required by the FOIA and in accordance with guidelines set forth in the
37 Virginia Register of Regulations, notice shall be made to the public of Board meetings.
38 A meeting is defined as including work sessions, when sitting physically, or through
39 electronic communication pursuant to §2.2-3708.2 or §2.2-3708.3 COV, as a body or
40 entity, or as an informal assemblage of (i) as many as three (3) members or (ii) a quorum,
41 if less than three (3) of the constituent membership, wherever held, with or without
42 minutes being taken, whether or not votes are cast, of any public body. In addition,
43 notices for meetings of state public bodies on which there is at least one (1) member
44 appointed by the Governor, shall state if public comment will be received at the meeting
45 and the approximate point during the meeting when public comment shall be received
46 (§2.2-3707.(G.) COV). For special or emergency meetings, notice shall be given to the

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public concurrently with the notice provided members of the public body conducting the meeting. Results of such meetings are not official actions of the Board until brought to the membership for vote.

ARTICLE V

Committees

§1. Committees of the Board shall be the Policy & Regulations Committee, the Jail Review Committee, and the Liaison Committee.

§2. The Policy & Regulations Committee: The Board Chair will designate one (1) member of the Board as Committee Chair of the Policy & Regulations Committee. The Committee Chair will designate one (1) member of the Board as Committee Vice Chair. The quorum for Committee determinations shall be the majority number of Board members in attendance at the Committee meetings.

Responsibilities:

- Provide regulatory recommendations to the Board
- Propose adoption or revision of Board policies and procedures
- Review findings of inspections and certification audits; recommend Board action
- Review findings of appeals submitted for audits and inspections results; present to Board for action

§3. The Jail Review Committee: The Board Chair will designate one (1) member of the Board as Committee Chair of the Jail Review Committee. The Committee Chair will designate one (1) member of the Board as Committee Vice Chair. The quorum for Committee determinations shall be the majority number of Board members in attendance at the Committee meetings.

Responsibilities:

- Review in-custody jail deaths
- Report findings and provide recommendations to the Board
- Report findings of in-custody jail death reviews, including any recommendations for changes to the Board's standards

§4. The Liaison Committee shall serve as a forum for law enforcement and jail officials to communicate and collaborate.

Committee membership shall include:

1. Board Chair
2. Board Vice Chair
3. Board Chair may appoint additional Board members
4. Board Chair may appoint up to three (3) additional *non-Board* members based upon the Chair's determination and discretion that such members will contribute to the betterment of jails.
5. Representatives of:

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The Virginia Department of Corrections
The Virginia State Compensation Board
The Office of the Secretary of Public Safety and Homeland Security
The Office of the Attorney General
The Virginia Sheriffs' Association
The Virginia Association of Regional Jails

The Liaison Committee membership shall designate a Committee Chair to preside over meetings. The Committee Chair shall designate a Committee Vice Chair from the Committee membership. The Board representatives shall report Liaison Committee activities to the Board. Representation on the Committee shall be reviewed by the Board Chair as necessary.

§5. Committee assignments shall be annually reviewed by the Board Chair and following election of the Board Chair. There shall be no term limit to committee assignments. The Chair of each committee shall have authority to break any tie in voting.

ARTICLE VI

Board Activities/Representation

§1. The Board or Chair may determine special projects which call for ad hoc committees or task forces. Board representation in these groups shall be determined by the Chair.

§2. If an organization or community group requests BLRJ representation on a committee or task force, the Board Chair, or a designee appointed by the Chair, shall fulfill this role.

§3. Inquiries directed to a Board member by the media or individuals/organizations for the BLRJ position or action shall be referred to the Board Chair, or to a designee appointed by the Chair. Board members shall not have authority to represent the Board to the media or individuals/organizations without explicit direction from the Board Chair.

ARTICLE VII

Bylawsy-Laws Amendments

§1. These Bylawsy-Laws may be amended by majority vote of the Board, provided the proposed amendment(s) were included in notice of the meeting. Any amendment(s) become effective immediately upon Board approval, or on a date specified.

§2. Failure to observe the provisions of these Bylawsy-Laws by any Board member shall be referred to the Chair.

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§3. Failure to observe procedural provisions of these Bylawsy-Laws does not affect the validity of Board action.

Approved ~~May 21, 2025~~ _____

David A. Hackworth
Board of Local and Regional Jails

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