

**COMMONWEALTH OF VIRGINIA  
BOARD OF CORRECTIONS  
LIAISON COMMITTEE MINUTES**

Regular Meeting .. .....May 16, 2006

Location .....6900 Atmore Drive, Richmond, Virginia

Presiding Chairman..... Roy Cherry, Chairman, Liaison Committee, Board of Corrections

Present .....Clay Hester, Chairman, Board of Corrections  
Sterling Proffitt, Vice Chairman, Board of Corrections  
W. Alvin Hudson, Board of Corrections  
Jimmy Burrell, Board of Corrections  
Bobby Mitchell, Board of Corrections  
Jacqueline Fraser, Board of Corrections  
Jack Dewan, Virginia Association of Regional Jails  
Tom Jones, Charlotte County Jail  
B. J. Roberts, Hampton City Jail  
Chris Webb, Blue Ridge Regional Jail Authority  
Clyde Cristman, Deputy Secretary of Public Safety  
Robyn deSocio, State Compensation Board  
Bert Jones, Architecture and Engineering, DOC  
Jim Parks, Classification and Records, DOC  
Matt Savino, Video NOC Manager, DOC  
Bill Wilson, Compliance and Accreditation, DOC  
Donna Foster, Compliance and Accreditation, DOC

**I. March Minutes**

Minutes from the March 14, 2006 meeting were motioned for approval, seconded and passed.

**II. Minutes Summary**

- Bert Jones presented the DOC construction report. He noted that Warden John Garman is sitting in the trackhoe cab initiating the demolition of the old administration building on the cover of the construction report. Phase I is complete with the exception of some of the paperwork. Phase II is on schedule with the demolition being almost complete and most building permits have been obtained. Site work needs completion and then phase II construction will begin. The new Tazewell facility will hopefully make great strides this summer to compensate for some winter delays. In the attached photograph, the roof is

complete on over half of the complex. The new facility in Pittsylvania is moving along extremely well, ahead of schedule. The locality is still working on the waste water treatment plant. The Deerfield construction is also well under way with completion anticipated for November this year. The dining facility, food service building and medical building will be turned over to the DOC in the near future. Jack Dewan asked about the difference in the costs/bed of phases I and II for St. Brides. Mr. Jones replied that phase I contains the vast majority of the support service buildings.

- Bill Wilson presented the prisoner population report. (The population report in the Liaison package was incorrectly dated but the corrected version is attached to this minutes package. The data was correct.) He reported on the construction status stating that Loudoun should be opening in late June or early July. Eastern Shore is basically on schedule with anticipated completion in December. The out-of-compliance rate has increased and Mr. Wilson asked Jim Parks to discuss the reasons. Mr. Parks explained that the March rate of 1,165 was the lowest in recent history. 200 beds were closed at Sussex II Reception and the rates have steadily inched up. He had no specific reason to explain the increase, but added that every effort was being made to get those rates back down. Mr. Wilson added that there is a FEMA website that offers around 55 online courses as college credits and offers a wealth of knowledge on related subjects. Here's the web address:  
[www.training.fema.gov/emiweb/IS/crlist.asp](http://www.training.fema.gov/emiweb/IS/crlist.asp)
- Robyn deSocio presented the Compensation Board's report. Because the General Assembly has yet to approve a budget, there was not much to report. She stated that approximately one week after the budget is approved, a budget estimate will be posted on their website. Within an additional week or two, they will have their budget hearing, as is normal, to set the budgets. Reservations have been made alternating by the week in Hanover County and Augusta County to hold the hearings. They are getting a lot of questions regarding the continuation of reimbursements after July 1st, which they are unable to answer. In 2002, the June payroll was pushed into July which could mean that the Compensation Board may or may not be able to reimburse the facilities until they have a budget. This could potentially affect the first quarter per diem payment as well. She explained that the legal authority for each locality is the local government, which would determine payroll status. In other business from the Compensation Board, she noted an email that was sent the week of May 8<sup>th</sup> reminding facilities of the year end process. Any certification requests must be received by the Compensation Board by July 1<sup>st</sup> for consideration in the next budget year.
- The Compensation Board will offer the "managing jail risks" training program again, which has not been offered for a couple years. It will be held October 24<sup>th</sup> through 26<sup>th</sup> in the Williamsburg area and again October 31<sup>st</sup> through November 2<sup>nd</sup> in the Roanoke area.

Topics to be discussed are:

- avoiding inmate lawsuits
- lawful restraining and use of force
- PREA – the Prison Rape Elimination Act
- emergency evacuations
- managing jail medical costs
- inmate rights
- legal issues
- mental health issues

B. J. Roberts wanted to add that time computation was an issue that they would like discussed by the DOC as training had not been offered in quite some time. He requested assistance from the DOC in this area during this training session. The Compensation Board has a vacant technician position. Kimberly Goins who worked primarily with the city sheriffs and regional jail resigned and Chuck Redden will help to fill in until the position can be filled.

- Mr. Cherry discussed the upcoming disaster coordination efforts. Mr. Hester said he had sent a letter to the Secretary of Public Safety and received a response within a few days advising the committee that Virginia Emergency Services will send a representative to the July meeting. Clyde Christman, Deputy Secretary of Public Safety, was in attendance and stated that he had attended a meeting with Governor Kaine yesterday (May 15<sup>th</sup>) brainstorming the issues of disaster preparedness.
- Bert Jones added to the discussion that St. Brides had been designed to virtually evacuate in place. The phase II gymnasium was built to withstand 125 mph wind speeds and can house up to approximately 2,200 level 1, 2 or 3 inmates, including storage and bathroom facilities.
- Mr. Cristman wanted to inform the committee that he will be meeting with Mr. Wilson every other month (coincidentally, as he pointed out, the same dates as the Liaison Committee meeting) to discuss out-of-compliance rates, identify issues requiring further action and to review jail needs. Also, inmate forecasting is slated to begin. The DOC forecasts from last year are almost directly on target, within .2% of the forecasts, jails are running slightly above the forecasts. Mr. Cherry noted that the DOC prioritizes intake of high risk inmates such as inmates with medical or behavioral issues making it more practical for the jails to handle the out of compliance populations. Mr. Cristman said that there was language in the Appropriations Act to prioritize the movement of this population.
- Mr. Cherry advised the committee that Chairmen Hester will be retiring from the Board of Corrections. This will be his last meeting. The committee wishes Mr. Hester well in his future endeavors, he will be missed.

By motion duly made by the Chairman of the Liaison Committee, Roy Cherry, and seconded by several members in attendance, the meeting adjourned.