

RIVERSIDE REGIONAL JAIL AUTHORITY MEETING

Thursday, July 29, 2021

12:00 p.m.

I. Call to Order – Sheriff Vanessa Crawford called the meeting to order at 12:00 pm.

PRESENT

*Michelle Johnson
*Sheriff Alan Jones Sr.
*Matt Harris
**LTC Matt Wilkerson
*Sheila Minor
*Sheriff Todd Wilson
*John Altman Jr.
*Travis Christian
*Sheriff Vanessa Crawford
*Percy Ashcraft
*Sheriff H. E. Allin, III
*Sheriff Carlos Turner
William Hefty
Bill Lawhorn
Johnnie Lambert
Larry Leabough
Dennis Holmes
Crystal Reid
Maria Montijo

JURISDICTION

Charles City County
Charles City County
Chesterfield County
Chesterfield County
City of Colonial Heights
City of Colonial Heights
City of Hopewell
City of Petersburg
City of Petersburg
Prince George County
Prince George County
Surry County
Hefty, Wiley & Gore
CGL
CGL
RRJA, Superintendent
RRJA, Asst. Superintendent
RRJA, Director of Admin. Services
RRJA, Accounting

*Denotes Authority Members **Denotes Authority Alternate

The agenda was amended to change the order of the Operational and Organizational Needs Assessment Update

II. May 6, 2021, May 14, 2021, May 21, 2021 and June 2, 2021 Minutes

MOTION:

John Altman Jr. motioned to approve the minutes from the May 6, 2021, May 14, 2021, May 21, 2021 and June 2, 2021 meetings.

Seconded by: Sheriff Todd Wilson

Motion carried unanimously

III. Operational and Organizational Needs Assessment Update

CGL Consultants Bill Lawhorn and Johnnie Lambert provided an update on the Operational and Organizational Needs Assessment. Discussions were held about the following:

- **Staffing analysis findings and recommendations**
 - Riverside Regional Jails distribution of posts is consistent with best practices across the country for a direct supervision facility.
 - High number of jail officer vacancies/relief factor calculations
 - Challenges with recruitment and hiring of new officers predominantly due to negative publicity surrounding the facility's future, negative publicity surrounding the facility operations and working conditions, low salary for initial hires when compared to surrounding jurisdictions with similar employment categories and competitive employment opportunities in the private sector.

- **Medical assessment**
 - Although there are staffing shortages and problems caused by these shortages, overall medical care is good. Patients are treated for illnesses and injuries as needed, followed by mental health professionals as indicated, and provided with ordered medications and treatments.

IV. Election of Chair, Vice-Chair & Secretary Treasurer FY 2022

John Altman Jr. motioned to nominate Percy Ashcraft (Prince George County) to serve as Chairperson for FY 2022

Seconded by: Sheriff Carlos Turner

Motion carried unanimously

Sheriff Todd Wilson motioned to nominate Sheriff Vanessa Crawford (City of Petersburg) to serve as Vice-Chairperson for FY 2022

Seconded by: Sheila Minor

Motion carried unanimously

Sheriff Todd Wilson motioned to nominate Matt Harris (Chesterfield County) to serve as Secretary/Treasurer for FY 2022

Seconded by: Sheriff H.E. Allin, III

Motion carried unanimously

V. Finance Committee Report

Matt Harris provided a summary of the Finance Committee Meeting held prior to the Board Meeting.

Sheila Minor presented an overview of Moody's Investors Rating Action. Mrs. Minor

noted Moody's Investors Service has placed Riverside Regional Jail under review for possible rating downgrade. She further noted the review for downgrade would focus on the increased operating risk introduced by the Commonwealth of Virginia Jail Review Committee's recommendation to the Board of Local and Regional Jails' to decertify Riverside Regional Jail and for lack of sufficient information from the City of Hopewell. Mrs. Minor explained the possible downgrade would not affect interest rates on existing outstanding bonds but has the potential to affect future interest rates.

MOTION:

Matt Harris made the motion to accept the Finance Report as presented.

Seconded by: Sheriff Carlos Turner.

Motion carried unanimously

VI. Superintendent Report

- Superintendent Leabough advised the Board he has begun implementing the following recommendations made by CGL.
 - Replacement of carpet in the noncontact professional visitation area
 - Cubicles in the sally port for a nurse to conduct medical assessments/screening of inmates prior to entering the Booking Department
 - Guard1 security system
 - Medical orders are up to date and being signed by doctor within seventy-two (72) hours
- Superintendent informed the Board that City of Hopewell Mayor Patience Bennett, City of Hopewell Councilor Brenda Pelham and Senator Joe Morrissey came for visits/tours of the facility in June 2021.
- Perimeter security fence should be completed in two (2) weeks
- Currently one (1) case of COVID-19 case amongst the inmate population

VII. Comments from Board

Sheriff Vanessa Crawford thanked the Authority Board for their support during the last year.

VIII. Personnel Committee

Nothing to report

IX. Closed Session

Sheriff Vanessa Crawford made a motion to enter into closed session pursuant to VA Code Section 2.2-3711A (1) to discuss the Superintendent's annual performance evaluation/salary and 2.2-3711A (8) for consultation with legal counsel regarding the Jail Review Committee findings and recommendations

MOTION:

Seconded by: Sheriff Carlos Turner
Motion carried unanimously

Following the closed session, the board immediately reconvened in an open meeting and took a roll call vote certifying that to the best of each member's knowledge (i) only those public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting

VOTE

Name	Vote
Michelle Johnson	Aye
Sheriff Alan Jones Sr.	
Matt Harris	Aye
LTC Matt Wilkerson	Aye
Sheila Minor	Aye
Sheriff Todd Wilson	Aye
John Altman Jr.	Aye
Travis Christian	Aye
Sheriff Vanessa Crawford	Aye
Percy Ashcraft	Aye
Sheriff H. E. Allin, III	Aye
Sheriff Carlos Turner	Aye

Adjournment

There being no further business for discussion, the meeting was adjourned.



Matt Harris, Chesterfield County
Secretary/Treasurer