

MIDDLE PENINSULA REGIONAL JAIL AUTHORITY

BOARD MEETING

Minutes from May 3, 2023

The meeting was called to order at 9:00 a.m. by Chairman Sheriff Barrick at the Middle Peninsula Regional Security Center conference room, Saluda, Virginia.

BOARD MEMBERS PRESENT:

Sheriff Jeffery S. Walton, King William
Sheriff Walter Holmes, Essex
Vivian Seay, King & Queen
John Koontz, Middlesex
Sheriff L. Mark Barrick, Mathews
Sheriff David P. Bushey, Middlesex
Robert Akers, Essex
William Hodges, King William
Melissa Mason, Mathews
Sheriff Rob Balderson, King & Queen

BOARD MEMBERS ABSENT:

ALSO, PRESENT:

Brendan Hefty, Attorney at Law
Timothy P. Doss, Superintendent
Andrea Kinser, Finance Director
Amanda Keithley, Clerk
Tracy Proctor, Major
Jerry Bristow, Major

RE: PUBLIC COMMENTS

There were no comments.

RE: APPROVAL OF MINUTES

A motion was made by Sheriff Walton and seconded by Mr. Akers to approve the February 1, 2023 minutes with corrections. Motion carried.

RE: FINANCIAL REPORT

Ms. Kinser informed the Board that the Department of Criminal Services had awarded regional jails with an equipment grant using ARPA funds. The amount of the grant was \$25,000 plus \$1,500 per certified correctional officer per facility. The amount of the grant for the facility will

be \$104,500. A motion was made by Mr. Koontz and seconded by Mr. Akers to appropriate the grant in the amount up to \$104,500 for FY23. Motion passed.

Ms. Kinser announced that she has received the final draft of the Financial Statement for FY22 and should be receiving the complete Financial Statement within the next few weeks.

There were no comments in reference to the March financial report.

RE: SUPERINTENDENT'S REPORT

Major Bristow announced that the facility will be having gun qualifying from 8am-12pm on September 25-29, 2023, if any of the sheriff's departments wants to join them.

Mr. Doss advised that we had our annual surprise DOC audit. We had two (2) deficiencies: one involved items not on the dental inventory list and the other involved items not on the kitchen inventory list.

Mr. Doss informed the Board that our ADP is extremely low. He explained that the number was around 117 and that we had about 25 inmates from Northern Neck Regional Jail. Mr. Doss informed the Board that he is working on housing DOC responsible inmates for another jail so we do not lose funding for the emergency positions from the Comp Board. He explained that we currently have three (3) officer and two (2) nursing positions vacant.

Mr. Doss congratulated his nursing staff for a job well done. The facility had an inmate arrive at the facility and the nurse noticed a knot on her neck during the evaluation. After seeing the doctor, it was decided to have the knot tested and the inmate has stage 4 cancer. The court granted a modified release for the inmate.

Mr. Doss informed the Board that he would be going on May 17th to the Local Board of Regional Jails meeting about death investigations. Mr. Doss explained the death review process.

Mr. Doss advised that the facility has had issues with the doctors from the mental health facilities releasing inmates back to MPRSC with instructions saying not to send the inmates back to the mental health facilities. Mr. Doss described the need for us to send at risk inmates to mental health facilities despite these instructions.

Mr. Doss informed the Board of the increased salary and bonuses for Gloucester County jail officers. Mr. Koontz asked Mr. Doss to keep a spreadsheet of the changes to the salaries so that it can be tracked better.

Mr. Koontz left before going into closed session.

RE: BUSINESS BROUGHT UP BY AUTHORITY BOARD MEMBERS

There was no business brought up.

RE: CLOSED SESSION

A motion was made by Mr. Akers and seconded by Ms. Seay to enter into closed session, pursuant to section 2.2-3711(A) (1) of the Code of Virginia for a discussion of personnel matters involving Mr. Doss's evaluation. The motion carried unanimously.

RE: RETURN TO OPEN SESSION AND CERTIFICATION OF CLOSED MEETING

Motion: Ms. Seay	Code Section (Reason):
Second: Ms. Mason	Section 2.2-3711 (A) (1 and 4)
Meeting Date: May 3, 2023	(Personnel Matters)

Whereas the Code of Virginia requires certification by the Middle Peninsula Regional Jail Authority Board with such closed meeting, which was made:

“I move that the Board certify, by unanimous vote, that to the best of each member’s knowledge, only business matters lawfully exempted from the open requirements of the Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in closed session.”

Roll Call Vote:

Sheriff Jeffery S. Walton:	Aye
Sheriff Walter Holmes:	Aye
Vivian Seay:	Aye
Sheriff L. Mark Barrick:	Aye
Sheriff David P. Bushey:	Aye
Robert Akers:	Aye
William Hodges:	Aye
Melissa Mason:	Aye
Sheriff Rob Balderson:	Aye

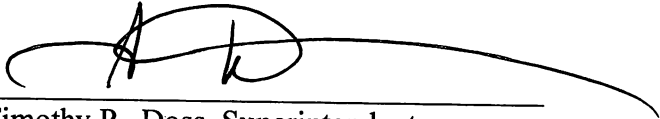
A motion was made by Mr. Akers and seconded by Sheriff Holmes to approve Mr. Doss to run for the Mathews Board of Supervisor. Motion carried.

Sheriff Barrick informed Mr. Doss that he is doing a great job and always willing to help. They thanked him for another great year.

RE: ADJOURNMENT

A motion was made by Mr. Hodges and seconded by Mr. Akers to adjourn. Vote was unanimous. The meeting adjourned at 9:41 a.m. The next meeting is scheduled for July 5, 2023.

Respectfully submitted,



Timothy P. Doss, Superintendent

Approved:


Sheriff Barrick, Chairman

TPD/adk