

MIDDLE PENINSULA REGIONAL JAIL AUTHORITY

BOARD MEETING

Minutes from May 7, 2025

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

BOARD MEMBERS PRESENT:

Vivian Seay, King & Queen  
Robert Akers, Essex  
Timothy Doss, Mathews  
Sheriff Walter Holmes, Essex  
Sheriff TD Lumpkin, King William  
Sheriff April Edwards, Mathews

BOARD MEMBERS ABSENT:

Sheriff Rob Balderson, King & Queen  
Sheriff David Bushey, Middlesex  
Randy Crittenden, Middlesex  
William Hodges, King William

ALSO, PRESENT:

Brendan Hefty, Attorney  
Jerry Bristow, Superintendent  
Amanda Keithley, Clerk  
Andrea Kinser, Finance Director  
Tracy Proctor, Major

RE: PUBLIC COMMENTS

There was no comment.

RE: APPROVAL OF MINUTES

A motion was made by Mr. Akers and seconded by Mr. Doss to approve the January 14, 2025 minutes. Motion carried.

RE: FINANCIAL REPORT

There were no questions regarding the financial report.

RE: SUPERINTENDENT'S REPORT

Mr. Bristow informed the Board that the current ADP was 169.

Mr. Bristow reported that the Board of Local and Regional Jails came to the facility to do the Health and Safety inspection from February 3, 2025 to February 5, 2025, and there were no deficiencies found.

Mr. Bristow congratulated Lesley Hollowell, GED Teacher, on receiving the Civilian Employee of the Year with VARJ (Virginia Association of Regional Jails) during their annual meeting. She is currently adding more programs to the GED classroom.

Mr. Bristow updated the Board on the two employees that are currently in nursing school. Nurse Bristow will be graduating in December 2025 with her RN and Med Tech Graham will be graduating in December 2025 with her LPN.

Mr. Bristow reminded the Board that the facility is still currently housing inmate for Newport News and Culpeper. Inmate counts have been down throughout the state. Newport News recently sent twenty (20) inmates and Culpeper will be sending seven (7) inmates by the end of the week. He informed the Board that as of the end of March we have received \$557,000 in revenue.

Mr. Bristow informed the Board that the State is providing funds for a 1.5% bonus to all employees in a Compensation Board funded position on July 1, 2025. He asked to the Board to extend that to all employees. The difference would cost the Board approximately \$24k and would not require a budget amendment. A motion was made by Mr. Doss and seconded Mr. Akers to approve the 1.5% bonus to all employees. A discussion ensued. Motion carried; 5 ayes and 1 nay.

Mr. Bristow asked the Board members if any of the member's sheriff's offices have a car that they are decommissioning that we could use for the academy. He stated that we had been in the process of obtaining one from a locality but that governing body had decided to sell the vehicle at auction instead. Sheriff Lumpkin said he would check and get back to Mr. Bristow.

Mr. Bristow advised the Board that he would be requesting funds in the future to purchase a full body scanner for the facility so that we could better check for items being smuggled into the facility inside inmates' bodies. This will also help stop the suboxone that is coming into the facility.

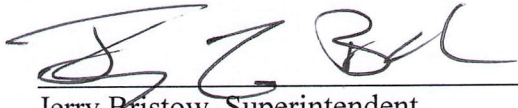
**RE: BUSINESS BROUGHT UP BY AUTHORITY BOARD MEMBERS**

There was no business brought up by members.

**RE: ADJOURNMENT**

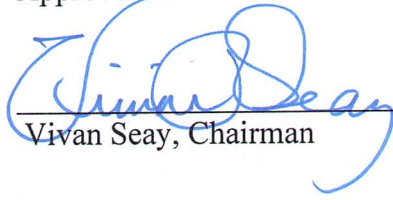
A motion was made by Mr. Doss and seconded by Mr. Akers to adjourn. The vote was unanimous. The meeting adjourned at 9:18 a.m. The next meeting is scheduled for July 2, 2025.

Respectfully submitted,



Jerry Bristow, Superintendent

Approved:



Vivian Seay, Chairman

JLB/ack