

MIDDLE PENINSULA REGIONAL JAIL AUTHORITY

BOARD MEETING

Minutes from January 7, 2026

The meeting was called to order at 9:00 a.m. by Chairman 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 Rob Balderson, King & Queen
Sheriff April Edwards, Mathews
Sheriff T.D. Lumpkin, King William
Deputy Easter, Middlesex

BOARD MEMBERS ABSENT:

Sheriff David Bushey, Middlesex
Brenton Bohannon, King William
Randy Crittenden, Middlesex

ALSO PRESENT:

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

RE: PUBLIC COMMENTS

There were no comments.

RE: APPROVAL OF MINUTES

A motion was made by Mr. Akers and seconded by Mr. Doss to approve July 2, 2025, minutes. Motion carried.

A motion was made by Mr. Akers and seconded by Mr. Doss to approve November 12, 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 is 167, and that we continue to house inmates for Newport News and Culpeper.

Mr. Bristow informed the Board that the generator project is now complete. The next project will be the roof and then the parking lot.

Mr. Bristow addressed staffing vacancies. Currently, there are five (5) officer positions vacant, with two (2) more retiring soon, and one (1) vacant maintenance technician position. The nursing position has been filled with a start date of January 30, 2026. Mr. Bristow informed the Board that Nurse Bristow and Nurse Graham have finished their nursing programs and will be graduating January 8, 2026.

Mr. Bristow reminded that Board that he is requesting a raise for our GED teacher and that the funds for her salary come out of the Commissary account. Ms. Hollowell has 44 years of teaching experience. She not only teaches GED, but also teaches the certification program. As of January 6, 2026, she has had thirty (30) students complete their certifications. Mr. Bristow is asking the Board to raise her salary to \$89,500.00. A discussion ensued. Mr. Doss motioned to give Mrs. Hollowell a \$5,000 raise now and then another \$5,000 in January 2027 and it was seconded by Sheriff Edwards. Motion carried.

Mr. Bristow reminded the Board that it was time for the annual renewal of the policy governing participation by members in meeting by electronic communication. A motion was made by Mr. Akers and seconded by Mr. Doss to readopt the electronic participation policy as written. Motion carried.

RE: FY 2027 BUDGET PRESENTATION

Mr. Bristow presented the FY26 budget. A discussion ensued. A motion was made by Mr. Doss and seconded by Mr. Akers to adopt the proposal as written and presented in the amount of \$10,367,770. Motion carried.

RE: BUSINESS BROUGHT UP BY AUTHORITY BOARD MEMBERS

Mr. Doss brought up eliminating the fourth quarter billing for FY26. A discussion ensued. A motion was made by Mr. Doss and seconded by Mr. Akers to reduce the fourth quarter billing by fifty (50) percent. Motion passed.

RE: ADJOURNMENT

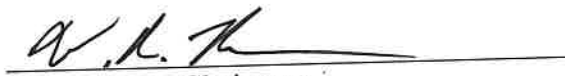
A motion was made by Mr. Doss and seconded by Mr. Akers to adjourn. The vote was unanimous. The meeting adjourned at 9:49 a.m. The next meeting is scheduled for February 4, 2026.

Respectfully submitted,



Jerry Bristow, Superintendent

Approved:



~~Vivan Seay, Chairman~~
Sheriff Balderson

JLB/adk