

SOUTHSIDE REGIONAL JAIL

City of Emporia and County of Greensville

*F. Woodrow Harris, Chairman
Col. Mark T. Shiflett, Superintendent
Lt. Col. Aretha L. Pegram, Assistant Superintendent*

*Board Members: Belinda D. Astrop
James R. Brown
Steve Coleman
Sheriff W. T. Jarratt, Jr.
William E. Johnson, III
Brenda N. Parson
Chief Ricky A. Pinksaw
Sheriff D. Keith Prince, Jr.*

February 5th, 2021,

Please be advised that pursuant to Governor Northam's Executive Order 51, the February 9th, 2021 SRJA Board meeting will be conducted electronically. The meeting will start promptly at 1730. Instructions for joining the meeting may be obtained by contacting Mrs. Angel Allen at 434-634-2165

Sincerely,



Colonel Mark T. Shiflett
Superintendent

SOUTHSIDE REGIONAL JAIL AUTHORITY

Agenda

**February 9, 2021 at 5:30 p.m.
Southside Regional Jail Conference Room
244 Uriah Branch Way, Emporia, VA 23847**

- I. Call to Order:**
- II. Approval of Agenda:**
- III. Citizens Comments:**
- IV. Approval of Minutes: December 8, 2020 SRJA Board**
- V. Approval of Warrants:**
- VI. Old Business:**
 1. Virtual Job Fair –
 2. Contract Hold Update -
 3. Compensation Board Bonus Reimbursement -
 4. FY-20 Financial Audit Report -
- VII. New Business:**
 1. COVID 19 Update
 - a. Staffing Vaccinations -
 - b. Staff and Inmate Testing -
 - c. New Arrestee Testing -
 2. Henry County Holds -
 3. JV # 5 – Void checks totaling \$5,620.94, never cashed by vendors
 4. Drawing –
- VIII. Closed Session:**

None
- VIV. Adjournment**

SOUTHSIDE REGIONAL JAIL AUTHORITY

Minutes of December 8, 2020

5:30 p.m.

Southside Regional Jail Conference Room & Video Conference

244 Uriah Branch Way, Emporia, Virginia 23847

SRJA Board Members Present: Mr. F. Woodrow Harris, Chairman, Presiding
Mrs. Belinda Astrop, by Video Conference
Mr. James Brown, by Video Conference
Mr. Steve Coleman, by Video Conference
Mr. William E. Johnson, III, Video Conference
Mrs. Brenda N. Parson, by Video Conference
Chief Ricky Pinksaw, Secretary
Sheriff Keith Prince

SRJA Members Absent: Sheriff W.T. Jarratt, Vice Chairman

Staff Present: Colonel Mark Shiflett, Superintendent
Lt. Col. Aretha Pegram, Asst. Superintendent
Major Anthony Johnson, Chief of Operations
Captain Christinia Harper, Chief of Security
Lt. Robert Vaughan, Records Manager
Linda Clements, Administrative Assistant

Attorney: Jeff Gore, by Video Conference

Mr. Harris stated that, "Pursuant to Governor Northam's executive order number 51 and amended order number 51, the December 8, 2020 meeting of the SRJA Board, is being held by electronic means due to the Covid-19 Pandemic Emergency. The meeting is being conducted using the "go to meeting" platform, and the log in information along with the agenda and meeting packet, were placed on the agency's website as well as posted at the facility. Furthermore, a recording of the meeting will be posted to the website for public access.

- I. Call to Order:** Mr. Harris, Chairman, called the meeting to order at 5:31 p.m.
- II. Approval of the Agenda:** Mr. Harris advised the Board members that there would be one addition to the agenda, under old business, #6 to Re-visit the State Compensation Board approved Christmas Bonus. Sheriff Prince moved to approve the agenda as amended and Chief Pinksaw seconded the motion. All members responded by saying, "Aye", and the motion carried.
- III. Citizens Comments** – None presented.

IV. Approval of the Minutes of October 13, 2020 – Mr. Brown moved to approve the minutes of October 13, 2020 as presented. Mr. Johnson seconded the motion. All members responded by saying, “Aye”, and the motion carried.

V. Approval of the Warrants – Chief Pinksaw moved to approve the warrants as submitted and Mr. Johnson seconded the motion. All members responded by saying, “Aye”, and the motion carried.

VI. Old Business:

1. Rockbridge Regional Jail / Page Co. Update –Colonel Shiflett told the Board that of the 185 average total population being held at Southside Regional Jail, 84 of them were contracted from Rockbridge and Page County. (An informational item only).
2. COVID 19 Update – As of today we have had 1 confirmed case, a staff member that tested positive early on, but was never sick. Several inmates have been tested, but all their results have come back negative. Last week the Administrative area of the jail had an exposure, we sent 5 individuals to be tested but all 5 came back negative. (An informational item only).
3. Work Release / HEM Updates – Due to COVID 19 we are still not allowing inmates to participate in Work Release, but SRJ does have 5 individuals on HEM (Home Electronic monitoring) that makes up some of the difference.. (An informational item only).
4. FY-20 Financial Audit – Colonel Shiflett advised the Board that the auditors from Robinson, Farmer, Cox Associates performed our FY-20 Financial Audit the first week in November and we are waiting for the results. (An informational item only).
5. 3-Year DOC Audit – Colonel Shiflett advised the Board that SRJA had its 3-year DOC Audit the week of November 16 - 20, 2020. SRJA received a 100% rating. Col. Shiflett thanked Major Johnson for a job well done. (An informational item only).
6. Re-visiting the \$500 VA Compensation Board Approved Bonus - Colonel Shiflett told the Board that at the last meeting of the Authority, the Board approved a \$500 Christmas Bonus for our employees. After that the Virginia Compensation Board approved a \$500 bonus to all comp board positions. The Comp Board told us that we could back fill the bonus that the SRJA Board approved or we could elect to give the additional bonus to our employees. At first it was decided to back-fill the already approved bonus and not give additional funds as a bonus. Upon further consideration, Col. Shiflett thought it should be the decision of the Board, therefore he has brought it to the Board to get their direction.

Sheriff Prince moved to pay the additional funds of \$500 each to the employees as provided by the Compensation Board. The approval of the motion would increase Southside Regional Jail employees Christmas Bonus to a total of \$1,000. Sheriff Prince

stated that he felt the additional funds should be given to the employees for working through the pandemic, and working short-handed much of that time and still ensuring that the Jail ran safe and secure. He said he thought staff could use this bonus to help boost morale and accept the Board's "Thanks for doing a good job". Mr. Brown seconded the motion. Mr. Harris and Mr. Johnson voted no. All other members voted by saying, "Aye" and the motion carried.

VII. New Business:

1. Superintendent's Report-

- 1) Staff Update –Col. Shiflett told the Board that we currently have 4 Jail Officer vacancies and 1 Nurse position vacant at this time.
- 2) Administrative Assistant Vacancy – Mrs. Wong started employment on November 2nd to train under Mrs. Clements through December. On November 9, 2020 Mrs. Wong decided this was not the job for her and resigned the position and returned to her previous job. The committee's 2nd choice had already taken employment with another agency. Therefore Mrs. Clements agreed to postpone her retirement until someone is found and trained to take her position. (An informational item only.)

2. Drawing – \$10 in lunch tickets were awarded to Lt. Robert Vaughan.

3. Closed Session: None

IV. Adjournment:

With no other business coming before the Southside Regional Jail Authority, Mr. Harris said he had enjoyed working with everyone and appreciated everything All have done over the past year. He wished everyone a "Merry Christmas" and adjourned the meeting at 6:15 p.m.

Ricky Pinksaw, Secretary

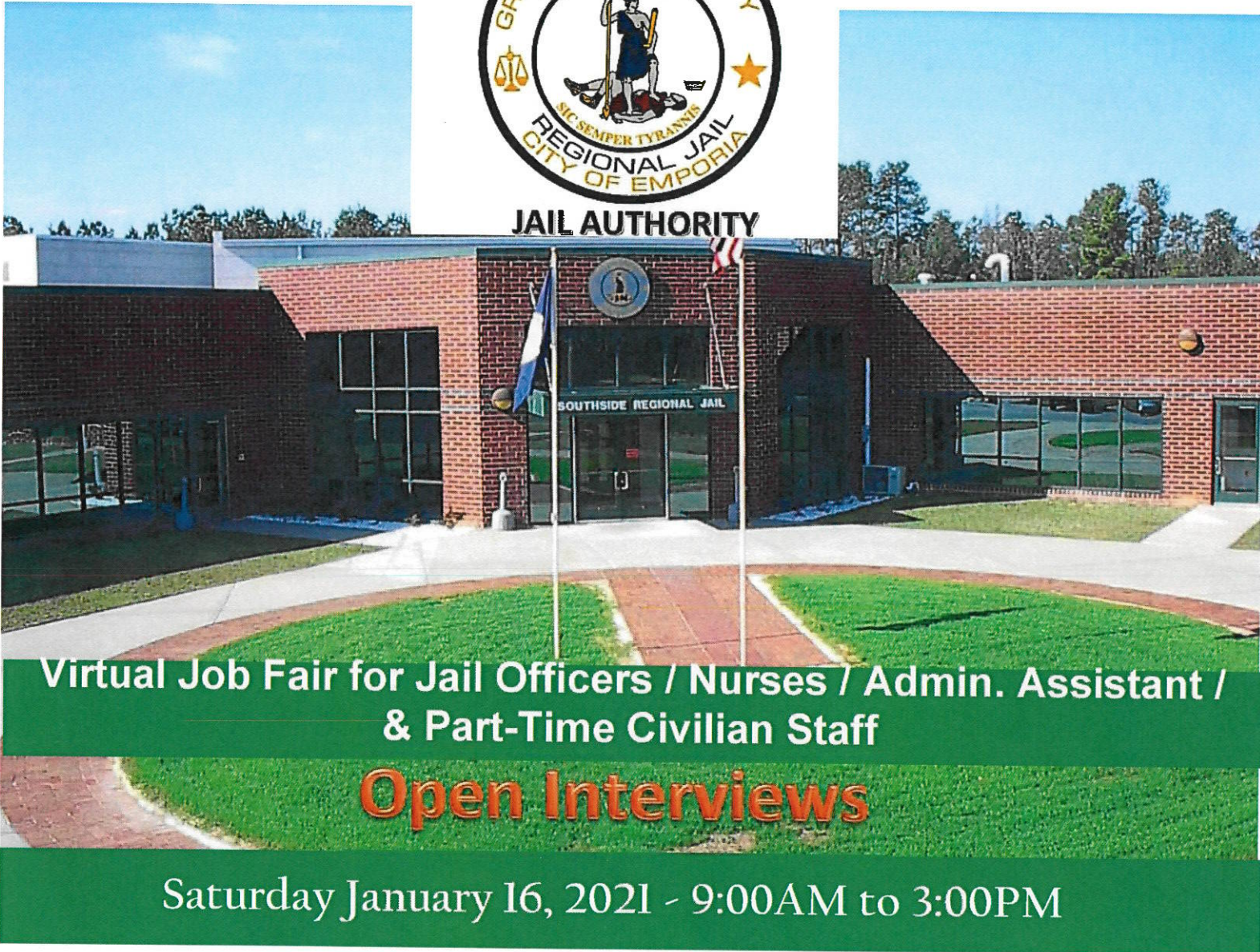
Minutes to be approved at the next regularly scheduled meeting of the Southside Regional Jail Authority, on February 9, 2021.

F. Woodrow Harris, Chairman

SOUTHSIDE REGIONAL



JAIL AUTHORITY



**Virtual Job Fair for Jail Officers / Nurses / Admin. Assistant /
& Part-Time Civilian Staff**

Open Interviews

Saturday January 16, 2021 - 9:00AM to 3:00PM

Southside Regional Jail Authority

244 Uriah Branch Way

Emporia, VA 23847

434-634-2254

Starting Salary for Entry Level Uncertified Officer is \$33,557 / Certified Officer \$36,900.

*Staff must be 18 Years of Age and Possess a High School Diploma or GED.

Must be able to pass a physical examination and drug screen and an extensive criminal history, background check

Please have Smartphone, Tablet, or Laptop with you.

All Interviews will be onsite and virtual

SOUTHSIDE REGIONAL JAIL

City of Emporia and County of Greenville

MEMORANDUM OF AGREEMENT SOUTHSIDE REGIONAL JAIL AUTHORITY

Date: January 14, 2021

This Agreement is made this 14 day of January, 2021 between the Southside Regional Jail Authority (SRJA) and the Henry County Sheriff's Office (HCSO).

Southside Regional Jail Authority (SRJA) and the Henry County Sheriff's Office (HCSO) hereby agree that SRJA shall hold inmate(s) for HCSO on the following conditions:

- HCSO, shall pay a per diem of **\$45** per day for each day the inmate is incarcerated in SRJA, except in situations where a one-for-one swap has been approved by both administrations. SRJA shall send an invoice at the beginning of each month, for the previous month's inmate days. Payment shall be made by the 15th of each month.
- The inmates will be responsible for sick call copayments as referenced in the inmate handbook and will be required to pay the daily Inmate Housing Fee charged by SRJA, which is currently \$3 per day. HCSO shall be responsible for all other major medical, prescribed medications, catastrophic medical, and pre-existing medical condition expenses. SRJA will be responsible for day to day, as needed, stock medications. SRJA will directly bill HCSO for said medications and medical expenses that were incurred by the inmate.
- SRJA agrees to provide transportation and security detail for all outside medical appointments and medical emergencies at no cost to HCSO except as detailed in the previous paragraph concerning medical treatment and medications. HCSO agrees to reimburse SRJA for any hospital security detail once the inmate is admitted to the hospital at a rate of \$20.00 per hour, per officer. Two officers will be utilized for transportation and security detail. These charges will be added to the invoice.

- HCSO will be responsible for all transportation to and from SRJA to include; initial transport, to and from court appearances, removal of inmate per SRJA request or complete termination of contract. SRJA agrees to transport HCSO inmates to VADOC intake facilities for placement. SRJA will not release HCSO inmates to the Greenville/Emporia community. SRJA will make every effort to work with the inmate prior to release to ensure they have a friend or family member to pick them up. If this cannot be achieved, HCSO agrees to return the inmate to their facility prior to release or arrange transportation.
- SRJA complies with the Prison Rape Elimination Act of 2003 (Federal Law 42 U.S.C. 15601 ET. Seq.) and with all applicable PREA standards, SRJA Policies related to PREA and SRJA Standards related to PREA for preventing, detecting, monitoring, investigating and eradicating any form of sexual abuse. SRJA mandates a zero tolerance towards all forms of sexual abuse and sexual harassment.
- Either party reserves the right to terminate this agreement at any time. SRJA also reserves the right to not accept custody or to discontinue custody of any individual inmate at any time for any reason. Upon receiving such notification, HCSO shall, within 48 hours, resume custody of the inmate.

Accepted by:

Southside Regional Jail Authority:

by: Allen Hall 1/15/21
 (Signature) Date

by: Mark T. Shiflett 1-14-21
 Mark T. Shiflett, CEM Date
 Superintendent

Allen Hall
 (Please print)

Capt. Allen Hall 1/15/21
 Superintendent/Sheriff

SOUTHSIDE REGIONAL JAIL AUTHORITY

Fund # 1

VOUCHER

JV# 5

ACCOUNT	AMOUNT		AMOUNT
Void Check #29936 #29921	125.94 5,495.00	Void Check #29936 #29921	125.94 5,495.00
TOTAL	5,620.94	TOTAL	5,620.94
EXPLANATION			
Void check never cashed by vendor.			
Kim Swenson	12/29/2020		
Prepared By	Date	Approved By	Date
_____			_____
Posted By			Date