

MINUTES
CENTRAL VIRGINIA REGIONAL JAIL
March 12, 2026

A meeting of the Authority of the Central Virginia Regional Jail was held on March 12, 2026, at 4:00 P.M., at the Central Virginia Regional Jail, Orange, Virginia.

Authority Members present were:

Sheriff Eric Hess (Fluvanna County)
Sheriff Erik Weaver (Madison County)
Sheriff Steve Smith (Greene County)
Sheriff Jason Smith (Orange County)
Bryan Nicol (Orange County)
Sheriff Donald Lowe (Louisa County)

Authority Members absent were:

Duane Adams (Louisa County)
Chris Fairchild (Fluvanna County)
Jud Buchanan (Madison County)
Davis Lamb (Greene County)
Matt Hartung (Greene County)

Also present were:

Frank Dyer, Superintendent
Jonathan Hoffman, Deputy Superintendent
Shelly Carver, Finance Director
Deborah McCall, Administrative Assistant
Milca Contreras, Administrative Assistant
Brendan Hefty, Jail Authority Attorney
Ted Cole, Davenport
Matt Vitale, OAR
Bella Lee, Capstone
Rachel Seo, Capstone
Jonas Lee, Capstone

Chairman Lowe called the meeting to order at 4:00PM

1. Adoption of Agenda

Sheriff Hess made the motion to approve the Agenda as written. Motion seconded by Sheriff S. Smith. There were no votes in opposition, vote was carried unanimously.

2. Moment of Silence

3. **Pledge of Allegiance**

4. **Approval of Minutes**

Sheriff Weaver made the motion to approve the January 8, 2026 minutes as written. Motion seconded by Sheriff J. Smith and carried unanimously.

5. **Superintendent Report**

All items reported on as listed on the Agenda for the meeting.

- ▶ The **Federal** Housing billing for the month of December was \$13,300.00; January was \$9,850.00; February was \$7,700.00; **FY26 YTD is \$90,900.00**
- ▶ The **Page** County MOU Bed Space Revenue for the month of December was \$48,280.00; January was \$50,280.00; February was \$39,200.00; **FY26YTD is \$371,960.00**
- ▶ The **Culpeper** County MOU Bed Space Revenue for the month of December was \$200,950.00; January was \$211,550.00; February was \$187,150.00; **FY2026 Total is \$1,576,550.00**
- ▶ DOC Out of Compliance inmates are 0.
- ▶ The Board of Local Regional Jails Audit was held in January, there was one deficiency noted, that a TB test was not read on the third day. The Auditor's comments were that the staff was professional and friendly, folders were organized and up to date , the facility was well lit, clean and free of clutter, showers were clean, plumbing works properly, work orders have been completed on a couple of the commodes, maintenance warehouse was clean and in order, inventory sheets issuance logs , material safety data sheets are in order, the kitchen was clean and well lit, dry storage, freezer and cooler were clean, sally port intake was clean and well lit, the facility is working on new projects such as security cameras upgrades. Superintendent Dyer submitted a plan to correct the deficiency to the Board of Local Regional Jails and it has been approved.

6. **Financial Reports/Claims**

Mrs. Carver sent out all Financial/Claims Reports via email prior to the meeting for review.

- A. Sheriff Weaver made the motion to approve the December 2025, January and February 2026 Operational Cost Claims. Motion seconded by Sheriff J. Smith and carried unanimously.

- B. Sheriff Weaver made the motion to approve the December 2025, January and February 2026 Financial Reports. Motion seconded by Sheriff Hess and carried unanimously.

C. **FY2027 Operational Budget**

Mrs. Carver sent FY2027 Operational Budget out via email for all to review prior to the meeting.

Sheriff Weaver made the motion to approve the FY2027 Operational Budget. Motion seconded by S. Smith and carried unanimously.

7. **New Business**

A. **Capstone Presentation – Bella Lee, Rachel Seo, Jonas Lee**

The UVA Criminal Justice Students made a presentation via Power Point of a forecasted model of how CVRJ would look like if Culpeper was incorporated. Based on the forecasted model CVRJ would be able to accommodate Culpeper.

8. **Old Business**

9. **Executive Session**

Executive Session – Superintendent Dyer

Sheriff J. Smith moved that the Central Virginia Regional Jail Authority pursuant to Code of Virginia, Section 2.2-3711 (A) 1 - Personnel Matters; (A) 6 – Investment of Funds; and (A) 8 - Legal Counsel, enter into Executive Session at 4:23PM for discussion. Motion seconded by Sheriff S. Smith and carried unanimously.

Attorney Hefty moved that the Authority resume regular session at 6:01PM. Motion seconded by Mr. Nicol and carried unanimously.

As a result of Executive Session, no action will be taken.

Adjournment

There being no further business to come before the Authority, Sheriff Weaver made the motion to adjourn the meeting. Motion seconded by Sheriff J. Smith and carried unanimously. The meeting was adjourned at 6:02PM.

Sheriff Donald Lowe, Chairman
Central Virginia Regional Jail Authority

CERTIFICATION OF EXECUTIVE SESSION

WHEREAS, the Central Virginia Regional Jail Authority has convened an Executive Session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 (A) 1, 6, and 8, of the Code of Virginia requires a certification by this Central Virginia Regional Jail Authority that such Executive Session was conducted in conformity with Virginia Law; and

NOW, THEREFORE, BE IT RESOLVED that the Central Virginia Regional Jail Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Executive Session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Executive Session were held, discussed or considered by the Central Virginia Regional Jail Authority.

VOTE: Hess, J. Smith, Weaver, S. Smith, Lowe, Nicol

Ayes: All

Nays: None

ABSENT DURING VOTE: Adams, Fairchild, Buchanan, Lamb, Hartung

ABSENT DURING SESSION: Adams, Fairchild, Buchanan, Lamb, Hartung

(For each nay vote, the substance of the departure from the requirement of the Act should be described.)

Sheriff Donald Lowe Chairman
Central Virginia Regional Jail