

PEUMANSEND CREEK REGIONAL JAIL AUTHORITY
Operator of the Caroline Detention Facility

Minutes of the Peumansend Creek Regional Jail Authority meeting held July 16, 2026, at 9:00 a.m., at the Caroline Detention Facility.

Members present:

Mr. Charles M. Culley, Jr., Caroline County Administrator – Chair

Mr. Alan Partin, Deputy Caroline County Administrator

Sheriff Scott Moser, Caroline County Sheriff

Also in attendance:

Ney Hidalgo, CDF Superintendent

Richard Compher, CDF Assistant Superintendent

Lynda Tate, CDF Administrative Chief/PCRJ Authority Secretary

Teresa Sullivan, CDF Finance Manager

Three members of the public: Caroline McCance, Samuel Lizama, and Jonathan Cano

1. Citizen's Communications/Call to Order

The members of the public in attendance did not wish to address the Authority; therefore, Mr. Culley called the meeting to order at 9:04 a.m.

2. Approval of the Agenda

On motion by Mr. Partin, seconded by Sheriff Moser, it was unanimously voted to approve the agenda for today's meeting.

3. Approval of the Minutes

On motion by Sheriff Moser, seconded by Mr. Partin, it was unanimously voted to approve the minutes of the May 14, 2026, meeting.

4. Superintendent's Report

a. Financial Operations Report

Cost of utilities has increased; Explored use of solar power and found upfront costs to be very heavy; it would take years to begin to realize any cost savings.

b. Request for Salary Increase for All Staff

Request for 5% increase across the board to remain competitive with recent increases by Virginia Department of Corrections (VA DOC) and surrounding localities with ICE contracts; opportunity to add to current ICE contract in December. On motion by Sheriff Moser, seconded by Mr. Partin, it was unanimously voted to approve a 5% increase for all Caroline Detention Facility staff effective with the next full pay period in July 2026.

c. Results of the American Correctional Association (ACA) Pre-Audit, July 10, 2026

No issues found in the onsite inspection.

d. Six (6) Positions Dedicated to ICE Activity/Funded 100% by ICE

ICE requires this of all contracted facilities; same wage scale as current CDF staff; position descriptions approved by Authority members, have been forwarded to ICE for review and approval. These are non-sworn positions with no detainee oversight or power to arrest. On motion by Sheriff Moser, seconded by Mr. Partin, it was unanimously voted to continue to move forward with the positions pending final approval of the job descriptions by ICE officials. If approved, no further discussion is required; revisit if ICE has any issue with job descriptions.

- e. ICE has Agreed/Requested to Fund Additional CDF Positions to Provide Added Security Coverage in Medical, and Additional Transportation and Legal/Courtroom Officers
Additional positions to add to the ICE contract; work has begun to fill; trying to absorb some former employees of the Federal Correctional Institution (FCI) Petersburg (Virginia) which closed effective July 1, 2026.
- f. Senate Bill 699 – Public Meeting Requirements effective 07/01/2026
L. Tate explained SB 699 calls for the public accessibility of an upcoming public meeting agenda/packet at the same time as the information is shared with the members of the governing body; also, once a meeting opens, items may not be added to the posted agenda unless they are emergent or otherwise needed in a timely manner.
- g. Finance Audit – Robinson, Farmer, Cox Associates
Audit completed for FY25 with final report forthcoming; auditors very helpful; received good feedback; audit team expected to return late summer to continue FY26 inspection. *Mr. Culley advised that it is good practice to change audit firms every few years.*
- h. Air Filters from Pamunkey Regional Jail; Site Visit to Ascertain Need
Additional infrastructure required to use; would improve air quality; will explore further for possible use in the intake area and propose to ICE to assist with the cost.
- i. New Projects Updates
 - (1) New cameras installed: in front of Admin building projecting from the entrances out over the parking areas and the ICE dedicated areas in the industries building.
 - (2) Quotes requested for the additional fencing and security equipment.
 - (3) Quotes requested to provide additional courtroom spaces and rooms for private calls for detainees.
- j. Capital Improvement Projects
 - (1) Control Center Programmable Logic Controllers (PLCs): Current hardware may be upgraded; buildout/upgrade takes approximately one week per unit and will begin at the end of this month (July); expected to continue monthly; vendor will allow quarterly payments; most cost-effective method.
 - (2) Rooftop HVAC Units: Changeouts continue quarterly; unit for the Admin Building is in the process of being built.
- k. Other
Memorialization of 2017 Activity in which Caroline County became the Sole Successor Employer for Caroline Detention Facility employees under the Virginia Retirement System (VRS)

Mr. Culley explained this activity in detail for the benefit of the guests from the public. Col. Hidalgo thanked the Board members for their part in presenting this proposal to the Caroline County Board of Supervisors who adopted the resolution at their meeting on June 9, 2026. The resolution will be added to the CDF policy, and a plaque will be displayed at the Facility.

5. Other Matters

Col. Hidalgo introduced Lt. Col. Rick Compher as the newly appointed Assistant Superintendent of the Caroline Detention Facility.

6. Closed Session

None

7. Next Meeting

The next meeting of the Peumansend Creek Regional Jail Authority is scheduled for 9:00 a.m., Thursday, September 10, 2026, at the Caroline Detention Facility.

8. Adjournment

There being no further business, and with the unanimous consent of the members present, the meeting adjourned at 9:45 a.m.

Submitted by: Lynda J. Tate