



**COMMONWEALTH OF VIRGINIA**  
***Office of the State Inspector General***

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December 19, 2025

The Honorable Glenn Youngkin  
Governor of Virginia  
P.O. Box 1475  
Richmond, VA 23219

Dear Governor Youngkin,

The Office of the State Inspector General (OSIG) conducted an unannounced inspection of Nottoway Work Center. This report includes a summary of the factors listed in *Code of Virginia* § 53.1-17.6 (B), recommendations, safety and compliance classification, recommended timeline for the next inspection, and the Virginia Department of Corrections (VADOC) response to the inspection.

**Inspection Report: Nottoway Work Center**  
**August 20, 2025 at 8:40 a.m.**

**Background**

Nottoway Work Center is a minimum-security facility located in Burkeville, Virginia. The facility included a 200 bed Level I minimum-security open dormitory setting with an operational capacity of 200 inmates. At the time of inspection, the facility housed 138 inmates.

**Inspection Scope**

This inspection was not intended to assess compliance with legislative or regulatory requirements, nor assess compliance with Department policies, though both were considered where relevant. The facility inspection was conducted with the Warden, Assistant Warden, Building and Grounds Maintenance, and Safety Officer.

The inspection methodologies employed during the assessment were multifaceted and designed to provide a comprehensive understanding of the facility's operations and environment. The inspection team used a variety of methods to gain an understanding of daily life and operations at

the facility. These included inquiries and conversations with staff and inmates, as well as extensive on-site observations. Inspectors observed how staff and inmates interacted and how procedures were followed throughout the facility.

The inspection encompassed nearly all major operational areas within the facility. Areas assessed included one open administrative office, control room, exercise area, dormitory housing unit, inmate dining hall, staff dining hall, kitchen, intake/release area, laundry area, medical/health care area, programs/services area, recreation area, visitation area, laundry facility, vocational and educational classrooms, and the medical and dental section. The outer perimeter was also reviewed.

To supplement on-site observations, inspectors reviewed various facility documents. These included a food establishment inspection report, program schedules/waitlist, program completion and removal records, implementation memorandums, the facility's Prison Rape Elimination Act (PREA) response plan, work orders, visitor logs, and surveillance system inventories. This documentation provided additional context and insight into facility operations and compliance practices.

### **Safety/Security**

The facility had several security measures in place to ensure the safety of staff, inmates, and visitors. Screening procedures included the use of a visitor log, walk-through metal detector, cellular phone detection machine, and pat-down/clothed body search. Security was further reinforced by 57 fixed position surveillance video cameras providing visual coverage throughout the institution. Six of the surveillance video cameras were pan-tilt-zoom (PTZ) cameras. The perimeter was secured with double fencing topped with razor wire. A roving patrol monitors the facility's exterior from the adjacent Nottoway Correctional Center. The facility has four access points.

Fire extinguishers were accessible to both staff and inmates throughout the facility, and those observed during the inspection were up to date with completed monthly inspections.

### **Housing**

The facility consisted of two dormitory type housing units. Each housing unit has double bunk beds, which provide a total capacity of 100 inmates per unit. During the inspection, A Dorm housed a total of 82 inmates and B Dorm housed a total of 56 inmates.

Inmates housed in A Dorm had access to six telephones, two long tables with eight chairs, a hot water dispenser, two washing machines, three clothes dryers, water fountain, one microwave oven, one ice machine, six showers, three urinals, four toilets, seven bathroom sinks (one

inoperable), and water access to fill buckets. Inspectors observed the units to be generally clean and organized.

Each housing unit contained a grievance box and a barber area for the inmate population to access. Neither housing unit had access to the library or a law library; however, they did have a librarian who would deliver books to both housing units. Entering each unit, the assigned correctional officer announced the presence of female staff and documented the inspection team's presence in the housing unit logbook.

B Dorm was identified as the Substance Use Disorder (SUD) Housing Unit. Inmates housed in B Dorm had access to twelve mounted fans for circulation, two washing machines, three clothes dryers, one JPay station, one video visitation unit, six telephones, one television, one mail box, one microwave oven, one water fountain, three urinals, four toilets (one inoperable toilet), seven bathroom sinks, six showers (one inoperable shower), and one water access station for filling water buckets. Multiple overhead lights were inoperable, and inspectors were informed that work orders were immediately submitted to correct this matter.

Each cell area throughout the facility was equipped with double bunks, mattress pads, pillows, state issued linens, electrical outlets, and lighting. PREA hotline information was posted in both English and Spanish throughout the housing units.

### **Sanitation**

The facility was observed to be generally clean and free of clutter throughout all inspected areas. The open dormitory housing units appeared properly sanitized. Each dormitory housing unit had designated inmate workers, identified as inmate porters, responsible for daily cleaning tasks to include cleaning showers, sweeping, mopping, and using detergent or a germicidal agent.

All trash was properly contained and disposed of in a sanitary manner. No signs of pests or rodents were observed during the inspection. Inspectors observed fly traps in both dormitory units and no flies or pests were seen on the traps. Common area toilets and sinks are sanitized as needed by inmate workers. Cleaning chemicals and equipment were available throughout the facility. During the visit, inspectors observed that some ventilation ducts were dirty with dirt or mold and needed to be cleaned, both in the housing units and in the kitchen. Additionally, the kitchen required deep cleaning to remove stains and discoloration.

### **Food Services**

The facility had one dining hall with 20 tables and four chairs per table. This dining hall is designated for inmate use and inmates are served one housing unit at a time. The dining hall was not wheelchair accessible. Staff meals are placed in a hot cart and wheeled to the staff dining area.

At the time of the inspection, the facility kitchen was under construction. During the inspection, inspectors observed the kitchen floor was wet and one out of the three kitchen sinks was leaking water onto the floor. Due to the water on the floor, anti-slip mats were placed around the kitchen for inmate and staff safety. Administration informed inspectors that construction of the entire kitchen drainage system would be ongoing, and the kitchen would be shut down during the construction.

Inspectors observed the cold storage freezer in the kitchen was inoperable, and inspectors were informed that the work order was submitted, and staff were waiting for parts. Ice buildup was observed on storage boxes of food located in the freezer.

### **Medical Services**

The facility's medical unit consisted of one licensed practical nurse scheduled from Monday through Thursday for eight hours a day. The doctor is scheduled once a week and the facility is hiring a registered nurse. There are no pill lines and no mental health medications delivered to the facility.

At the facility, hepatitis C medications are self-administered, and there are currently no inmates with diabetes housed at this facility. Telemedicine is available, and laboratory blood tests are drawn once a week. If any narcotics are prescribed, inmates are transferred to Nottoway Correctional Center for a higher level of medical care. The eye doctor treats inmates at Nottoway Work Center once a month and the dentist treats inmates every two weeks, or inmates are sent to another facility for care.

### **Gymnasium/Recreation**

Housing Units A and B outdoor recreational area had 16 tables, a weight exercise area, two telephones, one port-a-potty, several dumbbell weights, and a corn-hole set. Inmates housed in either A or B Units were able to access the outdoor recreational area at the same time. The outdoor recreation yard is only closed during count and during modified program (lockdown).

### **Visitation Room and Intake Area**

All video visits are conducted in the pod multipurpose area connected to the visitation area. During the week, this is a dual-purpose area and is used for substance abuse classes. There were seven tables, with two chairs located at each table.

### **Programs/Services Area**

This facility offers a variety of vocational and educational programming to support inmate rehabilitation and skill development. The program and services area contained several well-equipped classrooms and skill-based workshops, which supported both vocational and

educational opportunities. In addition to vocational programming, the facility offered Adult Basic Education (ABE) and General Educational Development (GED) instruction.

### **Complaint, Grievance, and Administrative Forms**

Written complaint forms, regular grievance forms, and emergency grievance forms were available and accessible to inmates within their assigned housing units. Emergency grievance forms were maintained in each housing unit. If or when forms are unavailable, forms are requested directly from staff, and once completed, the emergency grievance form is required to be submitted to a staff member for immediate processing.

### **Additional Information**

*This information was originally requested from VADOC on August 21, 2025. No response was received, and the information was again requested on November 21, 2025.*

As validated by the Department's Research Unit on December 12, 2025:

- **Staffing:** The facility employs 34 correctional staff and eight non-security staff, with six current vacancies of five security and one non-security positions. In the last year, two staff members received disciplinary actions. The average tenure of correctional staff is eight years. *VADOC provided the staff-to-inmate ratio at the facility; however, due to security concerns, this information will not be publicly reported.*
- **Lockdowns:** Two lockdowns occurred within the last year between August 22, 2024, and August 21, 2025, and four lockdowns occurred in the past three years. The most recent scheduled lockdown occurred on August 27, 2024, and the latest unscheduled lockdown occurred on April 1, 2025.
- **Physical/Sexual Assaults/Deaths:** There were no physical assaults to either staff or inmates from August 22, 2024, through August 21, 2025. There was one serious assault to an inmate reported and no serious assaults to staff within the last three years. There were no allegations of sexual assaults in the past three years. The facility recorded no inmate or staff deaths in the last three years.
- **Visitation:** In the last year, there were 811 in-person visitation requests and 3,019 video visitation requests. There were no video visitation denials and seven in-person denials between November 2024 and December 9, 2025, due to invalid identification (four), improper clothing (one), child visitor not listed in CORIS (one), and green, leafy substance (one).

## **Recommendations**

Based on the items observed during this inspection, OSIG recommends that the facility:

- Conduct a feasibility study and proposal to new kitchen plumbing and flooring and clean out drains for compliance with health and safety inspections in accordance with the American Correctional Association's standards for sanitation inspections (5-ACI-5D-01).
- Implement a regular inspection and cleaning schedule for floor drains in the kitchen, food service, and dining hall areas, and ensure the security screws are secured back in place.
- Repair or replace kitchen cold storage freezer.
- Repair and/or replace all inoperable lights in the housing units to enhance safety and security of inmates and staff..
- Repair all sinks and showers in the housing units for use by the inmate population.
- Develop an annual schedule to conduct cleaning and maintenance of the Heating, Ventilation, and Air Conditioning (HVAC) system throughout the institution.

## **Inspectors Comments**

We would like to thank Nottoway Work Center staff for their cooperation and assistance during this inspection. Our team was impressed by the comradery of the staff members, which reflected greatly during the inspection.

## **Facility Classification**

Tier III – This facility had adequate conditions of confinement and programming options requiring an inspection within the next 36 months.

## **Department of Corrections Response**

*The Virginia Department of Corrections (VADOC) appreciates the Office of the State Inspector General's (OSIG) comprehensive and constructive inspection of Nottoway Work Center. We are encouraged that the report reflects the facility's commitment to safety, sanitation, and the provision of rehabilitative programming in a well-managed and supportive environment.*

*Several of the recommendations outlined in the report have already been addressed. Work orders were initiated during the inspection to repair inoperable sinks, showers, toilets, and lighting fixtures in the housing units. The cold storage freezer in the kitchen is currently undergoing repair, and staff are coordinating with maintenance to expedite the delivery of replacement parts.*

*To improve sanitation and safety, the facility is implementing a regular inspection and cleaning schedule for kitchen and dining hall floor drains. Security screws are being reinstalled where needed, and anti-slip mats have been placed to mitigate risks during ongoing kitchen*

*construction. A feasibility study is underway to evaluate long-term plumbing and flooring upgrades in the kitchen area.*

*HVAC maintenance is being scheduled annually to ensure proper ventilation and air quality throughout the institution. Ventilation ducts identified during the inspection are being cleaned, and additional attention is being given to areas with visible dirt or discoloration.*

*The facility continues to maintain high standards of cleanliness, with inmate workers assigned to daily sanitation duties. No signs of pests or rodents were observed during the inspection, and fly traps remain clear and effective.*

*We are proud of the vocational and educational programming offered at Nottoway Work Center, including Adult Basic Education (ABE), GED instruction, and substance use disorder programming. These initiatives support inmate rehabilitation and successful reentry into the community.*

*VADOC remains committed to continuous improvement and appreciates OSIG's recognition of the facility's professionalism and responsiveness. We will continue to implement enhancements where needed while upholding the standards reflected in OSIG's Tier III classification.*

OSIG appreciates the assistance provided by the Department of Corrections during this inspection. Please contact me with any questions at 804-625-3255 or [corrine.louden@osig.virginia.gov](mailto:corrine.louden@osig.virginia.gov).

Sincerely,



Corrine A. Louden  
Chief Deputy Inspector General

cc: The Honorable John Littel, Chief of Staff to Governor Youngkin  
Justin Vélez-Hagan, Deputy Chief of Staff to Governor Youngkin  
Kate Stockhausen, Assistant Deputy Chief of Staff  
Jason Miyares, Attorney General of Virginia  
Senate Committee on Rehabilitation and Social Services  
House Committee on Public Safety  
Corrections Oversight Committee  
Chadwick Dotson, Director, Virginia Department of Corrections  
Dave Robinson, Chief Deputy Director, Virginia Department of Corrections  
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