



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion
Director

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DRAFT

Criminal Justice Services Board

May 20, 2021

NOTE: This meeting was held by electronic means, via ZOOM meeting software, in response to the Governor’s Declaration of a State of Emergency due to Novel Coronavirus (COVID-19)

Members Present

Ms. Mary Biggs
Chief Craig Branch
Ms. Tonya Chapman
Sheriff Vanessa Crawford
The Hon. Karrie Delaney
The Hon. Carolyn Dull
Officer Bennie Evans, Jr.
Ms. Lisa Hernandez for
Mr. Harold Clarke
Mr. Michael HuYoung
Mr. David Johnson
Mr. Jagdish Katyal
Mr. Edward M. Macon
Mr. K. Scott Miles

Members Present (Cont’d)

Ms. Kristen Peterson for
Ms. Valerie Boykin Sheriff
Anthony Roper
Colonel Gary Settle
Ms. Pat Smith
Superintendent William
Smith
Mr. Paul Taylor
Chief James Williams,
Chair
Chief Kelvin Wright

Members Absent

Ms. Angie Carrera
The Hon. Sarah Deneke
Delegate Jerrauld “Jay” Jones
The Hon. Mary Malveaux
Senator Jennifer McClellan
Senator Joseph Morrissey
The Hon. Bryan Porter

I. Call to Order and Approval of Minutes

Chairman Chief James Williams called the meeting of the Criminal Justice Services Board (Board) to order at 11:05 a.m. A quorum of the Board was present.

Mr. David Johnson made the motion, seconded by Mr. Edward Macon, to accept the minutes of the March 25, 2021, meeting of the Board. The motion passed unanimously.

II. Director’s Report

Ms. Shannon Dion, Director of the Virginia Department of Criminal Justice Services (DCJS), gave an update on the recent and upcoming activities of DCJS.

DCJS is filling positions recently received to implement new mandates.

A critical vacancy in Human Resources has been filled with a new HR Manager. A uniform curriculum coordinator for law-enforcement training, a new policy advisor, another adjudication specialist for private security, and two field inspectors who will work on ensuring compliance with criminal justice training standards have also been hired.

DCJS is actively recruiting for several other positions, including a Marcus Alert coordinator, decertification specialists, finance positions, IT positions, more field inspectors, and a Diversity Equity and Inclusion Officer. Once all vacancies are filled, the size of the agency will have grown almost 50% since the beginning of 2018.

Director Dion thanked board members for all of their hard work and support of DCJS.

III. Committee Reports

▪ Nominations and Appointments Subcommittee

Mr. Macon gave an update from the Nominations and Appointments Subcommittee that met on May 20, 2021, to consider a candidate regarding a vacancy on the Court Appointed Special Advocate/Children's Justice Act (CASA/CJA) Advisory Committee.

Mr. Macon made the motion, seconded by Ms. Mary Biggs, that the Board approve the Subcommittee's recommendation and appoint Jackie Brock, MSW, to the CASA/CJA Advisory Committee for four years. The motion passed unanimously.

▪ Committee on Training (COT)

Chief Kelvin Wright gave an update from the Committee on Training. The COT reviewed the application for James Madison University (JMU) to become a Certified Crime Prevention Campus. JMU met or exceeded all of the required elements to meet the certification standards and it was recommended that the Board approve its application.

Chief Wright made the motion, seconded by Chief Craig Branch to approve the certification of JMU as a Certified Crime Prevention Campus. The motion passed unanimously.

▪ Grants Committee

Chief Williams gave an update from the Grants Committee which met on May 6, 2021. There was a quorum of committee members present at the meeting. The committee received overviews and evaluations from staff and recommend approval of the following grants:

- Addiction Recovery Grant Program (ARGP)
- Comprehensive Community Corrections Act/Pretrial Services Act (CCCA)
- Court Appointed Special Advocates (CASA)
- Drive to Work (OTHR)
- Hospital-Based Violence Intervention Program (VSGP)
- Jail Mental Health Program (JMHP)
- Pre-release and Post Incarceration Services (CMPA)
- Residential Substance Abuse Treatment (RSAT)
- School Resource Officer/School Security Officer (FREE)
- Virginia Sexual and Domestic Violence Victim Fund (DVVF)
- Victims Services Grant Program (VSGP)

- Victim Witness Grant Program (VWGP)
- Antiterrorism and Emergency Assistance Program (AEAP)

Mr. Johnson made the motion, seconded by Chief Branch to approve the grant funding recommended by the Grants Committee in one block.

Recusals: Chief Williams for the City of Staunton CCCA/PSA grant, Middle River Regional Jail JMHP grant, New Directions Center VSGP grant, City of Staunton VWGP grant.

Ms. Biggs for NRV Cares CASA grant, People Incorporated of Virginia CASA grant, Montgomery County DVVF grant, Western Virginia Regional Jail Authority JMHP grant, Western Virginia Regional Jail Authority RSAT grant, Southwest Virginia Legal Aid Society VSGP grant, Women's Resource Center of New River Valley VSGP grant, Montgomery County VWGP grant.

Chief Branch for Rappahannock Area CASA grant, Culpeper CCCA/PSA grant, Fredericksburg CCCA/PSA grant, Caroline County DVVF grant, Empowerhouse DVVF grant, Fredericksburg DVVF grant, Rappahannock Council Against Sexual Assault DVVF grant, Spotsylvania DVVF grant, Stafford DVVF grant, Services to Abused Families Inc. DVVF grant, Caroline County SRO-SSO FREE grant, Spotsylvania SRO-SSO Free grant, Empowerhouse VSGP grant, Mary Washington Healthcare VSGP grant, Rappahannock Council Against Sexual Assault VSGP grant, Rappahannock Area CSB VSGP grant, Services to Abused Families Inc. VSGP grant, Caroline County VWGP grant, Culpeper VWGP grant, Fredericksburg VWGP grant, and Orange County VWGP grant.

Ms. Tonya Chapman for all Victim/Witness grants and all Victims Services grants.

Sheriff Vanessa Crawford for Riverside Regional Jail ARGP grant, Drive to Work grant, and the City of Petersburg VWGP grant.

Mayor Carolyn Dull for Blue Ridge CASA for Children, Staunton CCCA/PSA grant, Middle River Regional Jail JMHP grant, Blue Ridge Legal Services VSGP grant, New Directions Center Inc. VSGP grant, and Staunton VWGP grant.

Officer Bennie Evans for the RSAT grants.

Ms. Lisa Hernandez for Department of Corrections RSAT grant, and the Department of Corrections VWGP grant.

Mr. Scott Miles for the Attorney General VWGP grant.

Sheriff Anthony Roper for Clarke County SRO-SSO FREE grant, and the Clarke County VWGP grant.

Ms. Pat Smith for CCCA/PSA for Albemarle, PAPIS for OAR/Jefferson Area Community Corrections

Superintendent William Smith Jail Mental Health Program JMHP for Hampton Roads Regional Jail

Chief Wright for Chesapeake CASA, Chesapeake CCCA/PSA, Chesapeake DVVF, and Chesapeake VWGP.

The motion passed.

Update on Additional Grant Funding:

Child Advocacy Centers Grant (CAC)

The Grants Committee approved funding for the Child Advocacy Centers Grant (CAC); however, DCJS staff noted a small error in documents provided to the Grants Committee with an extra \$21,375 accidentally awarded for the CAC grants. The documents provided to the CJSB for the CAC grants have the proper award amount of \$5,553,688.

Mr. Macon made the motion, seconded by Chief Branch, to approve the modified CAC grant amount. The motion passed unanimously.

Combating Hate Crimes Grant Program (HCGP)

Mr. Tracy Matthews, Law Enforcement Training and Grants Supervisor, gave an overview of the Combating Hate Crimes Grant Program. This includes the funding of two new grants to localities who have or will partner with non-profit organizations or institutions programs that have been targets of or are at risk of being targeted for hate crimes. These grants are a one-time, 12-month award to each locality. The agency has plans to release another solicitation in the near future, to utilize the remaining funding allocated for this program.

Mr. HuYoung made the motion, seconded by Chief Branch, to approve the Combating Hate Crimes Grant program funding in the amount of \$89,322 as recommended by the Grants Committee. The motion passed unanimously.

IV. Old Business

Mr. Harvey Powers, Division Director of Law Enforcement, presented requests for military and other equipment waivers from law enforcement agencies throughout Virginia.

A total of 18 waivers were brought before the Board for consideration and were voted on individually as reflected below:

1. **Bedford County Sheriff's Office** – Chief Branch made the motion, seconded by Sheriff Roper, to approve the waiver submitted by the Bedford County Sheriff's Office. *Opposed: Mr. Taylor.* The motion passed.
2. **Caroline County Sheriff's Office** – Chief Branch made the motion, seconded by Sheriff Roper, to approve the waiver submitted by the Caroline County Sheriff's Office. *Opposed: Mr. Taylor.* The motion passed.
3. **Culpeper County Sheriff's Office** – Mr. Johnson made the motion, seconded by Chief Branch, to approve the waiver submitted by the Culpeper County Sheriff's Office. *Opposed: Mr. Taylor.* The motion passed.
4. **Franklin County Sheriff's Office** – Ms. Biggs made the motion, seconded by Mayor Dull, to approve the waiver submitted by the Franklin County Sheriff's Office. *Recusals: Mr. Taylor.* The motion passed.

5. **Frederick County Sheriff's Office** – Chief Branch made the motion, seconded by Sheriff Roper, to approve the waiver submitted by the Frederick County Sheriff's Office. *Recusals: Mr. Taylor.* The motion passed.
6. **Greene County Sheriff's Office** – Mr. Johnson made the motion, seconded by Sheriff Roper, to approve the waiver submitted by the Greene County Sheriff's Office. *Recusals: Mr. Taylor.* The motion passed.
7. **Hampton Police Department** – Superintendent Smith made the motion, seconded by Chief Branch, to approve the waiver submitted by the Hampton Police Department. *Recusals: Mr. Taylor.* The motion passed.
8. **Harrisonburg Police Department** – Chief Branch made the motion, seconded by Sheriff Crawford, to approve the waiver submitted by the Harrisonburg Police Department. *Recusals: Mr. Taylor.* The motion passed.
9. **Mecklenburg County Sheriff's Office** – Sheriff Roper made the motion, seconded by Chief Branch, to approve the waiver submitted by the Mecklenburg County Sheriff's Office. *Recusals: Mr. Taylor.* The motion passed.
10. **Metropolitan Washington Airports Authority** – Sheriff Crawford made the motion, seconded by Chief Branch, to approve the waiver submitted by the Metropolitan Washington Airports Authority. *Recusals: Mr. Taylor.* The motion passed.
11. **Page County Sheriff's Office** – Ms. Biggs made the motion, seconded by Mr. Taylor, to approve the waiver submitted by the Page County Sheriff's Office. The motion passed unanimously.
12. **Russell County Sheriff's Office** – Chief Branch made the motion, seconded by Sheriff Roper, to approve the waiver submitted by the Russell County Sheriff's Office. The motion passed unanimously.
13. **Spotsylvania County Sheriff's Office** – Chief Branch made the motion, seconded by Superintendent Smith, to approve the waiver submitted by the Spotsylvania County Sheriff's Office. *Recusals: Mr. Taylor.* The motion passed.
14. **Virginia Beach Police Department** – Chief Branch made the motion, seconded by Sheriff Crawford, to approve the 1st waiver submitted by the Virginia Beach Police Department. The motion passed unanimously.
15. **Virginia Beach Police Department** – Sheriff Crawford made the motion, seconded by Chief Branch, to approve the 2nd waiver submitted by the Virginia Beach Police Department. *Recusals: Mr. Taylor.* The motion passed.
16. **Washington County Sheriff's Office** – Mr. Johnson made the motion, seconded by Chief Branch, to approve the waiver submitted by the Washington County Sheriff's Office. The motion passed unanimously.
17. **Westmoreland County Sheriff's Office** – Sheriff Roper made the motion, seconded by Sheriff Crawford, to approve the waiver submitted by the Westmoreland County Sheriff's Office. The motion passed unanimously.
18. **Winchester Police Department** – Chief Branch made the motion, seconded by Superintendent Smith, to approve the waiver submitted by the Winchester Police Department. The motion passed unanimously.

V. New Business

Local Community-Based Probation Minimum Standards

Ms. Pat Smith gave an overview to the Board of the work of the committee assigned to review these standards which have not been revised since May 2016. The updated standards will be given to the Board members to review prior to the next meeting, where they will then be asked to approve them.

Ms. Kristi Shalton, Law Enforcement Program Coordinator, presented six notices of intended regulatory action (NOIRA) to the Board and gave an overview of each one.

Action #1: Notice of Intended Regulatory Action (NOIRA) 6VAC20-30 Rules Relating to Compulsory in-Service Training Standards for Law-Enforcement Officers, Jailors or Custodial Officers, Courtroom Security Officers, Process Service Officers and Officers of the Department of Corrections, Division of Operations

Ms. Smith made the motion, seconded by Chief Branch, to approve going forward with the NOIRA for 6VAC20-30. The motion passed unanimously.

Action #2: Notice of Intended Regulatory Action (NOIRA) 6VAC20-50 Rules Relating to Compulsory Minimum Training Standards for Jailors or Custodial Officers, Courthouse and Courtroom Security Officers and Process Service Officers

Ms. Biggs made the motion, seconded by Mayor Dull, to approve going forward with the NOIRA for 6VAC20-50. The motion passed unanimously.

Action #3: Notice of Intended Regulatory Action (NOIRA) 6VAC20-70 Rules Relating to Compulsory Minimum Training Standards for Noncustodial Employees of the Department of Corrections

Sheriff Crawford made the motion, seconded by Mr. Macon, to approve going forward with the NOIRA for 6VAC20-70. The motion passed unanimously.

Action #4: Notice of Intended Regulatory Action (NOIRA) 6VAC20-XX Rules Relating to Professional Standards of Conduct for Certified Law Enforcement Officers and Certified Jail Officers and Due Process Procedures for Decertification Based on Violation of Standards

Mr. Johnson made the motion, seconded by Chief Branch, to approve going forward with the NOIRA for 6VAC20-XX. The motion passed unanimously.

Action #5: Notice of Intended Regulatory Action (NOIRA) 6VAC20-XX Rules Relating to Compulsory Minimum Training Standards for Canine Detectors and Handlers Employed with the Department of Corrections

Sheriff Crawford made the motion, seconded by Mayor Dull, to approve going forward with the NOIRA for 6VAC20-XX. The motion passed unanimously.

Action #6: Notice of Intended Regulatory Action (NOIRA) 6VAC20-XX Rules Relating to Waivers for the Use of Certain Military Property.

Mayor Dull made the motion, seconded by Chief Branch, to approve going forward with the NOIRA for 6VAC20-XX. The motion passed unanimously.

VI. Public Comment

There was no public comment.

VII. Adjournment

The meeting adjourned at 12:32 p.m.