



Committee On Training

Patrick Henry Building
West Reading Room
1111 E. Broad Street
Richmond, VA 23219

MINUTES

October 9, 2025

Members Present

Superintendent William Smith-Chair
Mr. D. Bradley Marshall-Vice Chair (virtual)
Ms. Renee Maxey-Vice Chair
Mr. Adam Blevins
Sheriff Jeremy Falls
Ms. Kate Hanger
Chief Stephen Keatts (virtual)
Captain Clifford Kincaid (virtual)
Ms. Corrine Mastronardi
Ms. Jennifer Mays
Ms. Jill Ryan (proxy for Karl R. Hade)
The Honorable Kristin Reid (virtual)
Sheriff Bradford "Chip" Schuler
The Honorable C.H. "Chuck" Slemph, III (virtual)
Mr. John Vithoulikas
The Honorable Anthony Williams

Members Absent

Ms. Maria Jankowski (Proxy Tim Coyne)
Mr. Sherard Tisdale
Sheriff Richard Vaughan

1. Call to Order.

Superintendent William Smith called the Committee on Training (COT) meeting to order at 10:00 A.M.

1a. Roll Call-Zoom Participants and reasons for virtual participation:

- Mr. D. Bradley Marshall: scheduling conflict
- Mr. Stephen Keatts: traveling
- Captain Clifford Kincaid: teaching obligation
- The Honorable Kristyn Reid: residence is more than 60 miles
- The Honorable C.H. "Chuck" Slemph, III: another meeting/scheduling conflict

2. Approval of past minutes.

A motion to approve the minutes as submitted was made by Mr. D. Bradley Marshall and seconded by Ms. Renee Maxey. The motion passed unanimously.

3. Division Update.

Frank Pitzer, Field Inspections and Audit Manager for the Division of Law Enforcement within the Department of Criminal Justice Services (DCJS), provided an update on recent activities within the division.

Curriculum Development Team (CDT)

The CDT was staffed by one person: Brandon Williams. Until recently when the team increased by three new staff members: Dannie Anderson, Derek Davis, and Nicholas VanValkenburgh.

Current focus areas include:

DOC corrections officer compulsory minimum training standards which become effective April 1, 2026, and the new law enforcement compulsory minimum training standards which become effective January 1, 2027.

Law enforcement Model Lesson Plan classroom material is complete except for a few high liability topics (Firearms, DT, Driving).. DT is due to be completed by the end of December. In addition, active attack is out for its final review with external subject matter experts.

Most material has been sent out for review with virtually no negative responses from academies and all deliverables are expected to be complete by early May of 2026, with the anticipation of starting 2 academy pilots in June/July of 2026.

Decertification Team

Total Decertification Submissions received for 2025 (to date): 124 YTD
Decertifications Completed, Notices Sent: 114 YTD
Decertifications pending additional information and/or completion: 30
Appeals in Process: 38 pending

Field Inspections and Audits Team

General Instructor Development School – August 18-22, 2025 – New River CJA
Executive Certified School – September 29 – October 3, 2025 – VSP Academy
Upcoming General Instructor Development School – November 17-21, 2025 – New River CJA

TRACER Team

Continuing with development of online testing and enhance testing capabilities and the process to select a vendor is underway with an expected completion date to be May 2026.

Virginia Association of Directors of Criminal Justice Training (VADCJT)

2025 Spring Conference – April 7-11, 2025 - 100+ participants – successful event
2026 Spring Conference – April 21-23, 2026 – Preparations underway
Revising the Academy Certification/Recertification checklist and report

The work of the Law Enforcement Division aligns directly with the mission of the Department of Criminal Justice Services, which is: "To provide leadership to improve the criminal justice system in Virginia's communities through effective training, partnerships, research, regulation, and support." Through collective efforts, we help advance the professionalism and effectiveness of criminal justice operations throughout Virginia. The Division of Law Enforcement remains

dedicated to ensuring that agencies across the Commonwealth meet established standards and receive the support necessary for continuous improvement.

-End of LE Division report.

4. Old Business

Superintendent Smith reported that there was no old business.

5. New Business

1. Certification of Certified Crime Prevention Community-County of Stafford

Tina Sumpter, DCJS, requested the County of Stafford be certified as a Certified Crime Prevention Community after having met all the required objectives for certification. A motion to approve the recommendation was made by The Honorable Anthony Williams, seconded by Ms. Renee Maxey. The motion passed unanimously.

6. Public Comment

There was no public comment.

7. Next Meeting.

December 4, 2025 @ 10:00 A.M.

8. Adjournment

Superintendent Smith asked for a motion to adjourn the meeting which was made by The Honorable Anthony Williams, seconded by Ms. Renee Maxey. The meeting concluded at 10:25 A.M.

Approved: _____ Date: _____
Chair