



# Committee On Training

Virtual Meeting via Zoom

## MINUTES

December 7, 2023

### Members Present

Superintendent William Smith (Chair)  
Chief Jeffrey Katz (Vice Chair)  
Sheriff C. O. Balderson  
Ms. Mary Biggs  
Mr. Lamont Carrington  
Ms. Robin Deulio  
Chief Maggie DeBoard  
Ms. Maria Jankowski  
Mr. Jagdish Katyal  
Captain Clifford Kincaid  
Ms. Kristi Wright (proxy for Karl R. Hade)  
Mr. D. Bradley Marshall  
Ms. Renee Maxey  
The Honorable Anthony C. Williams

### Members Absent

Sheriff Michael Chapman  
Ms. Ebony Clark  
Officer Bennie Evans, Jr.  
Dr. Sesha Joi Moon  
Mr. Bryan Porter  
Ms. Ashley Waddell

### 1. Call to Order.

Superintendent William Smith called the Committee on Training (COT) meeting to order at 10:06 A.M.

### 2. Approval of past minutes.

Ms. Kristi Wright noted an error: she was listed as the proxy for Edward Macon; it should be Karl R. Hade. Superintendent Smith entertained a motion for approval of the minutes from October 12, 2023, with changes that were submitted. A motion to approve the minutes with the noted correction was made by Ms. Mary Biggs and seconded by Chief Katz. The motion passed unanimously.

### 3. Division Update.

Mr. Richard Collins, Standards and Policy Manager, DCJS Division of Law Enforcement, provided updates to the Committee regarding the Law Enforcement Division.

-Harvey Powers, Director, Division of Law Enforcement is in Bristol, VA representing DCJS as a guest speaker at the Southwest Regional Academy Law Enforcement graduation. We are in the midst of graduation season and DCJS has been busy attending and participating in as many as possible. Mr. Powers spoke at the Hampton Roads Regional Academy graduation, yesterday, Sharon Gray, Field Services Manager, DCJS, spoke at the Virginia Beach Option 5 graduation, and next week Director Miller will be speaking at the Central Virginia Regional Academy graduation.

-Decertification: To date we have received 128 decertification submissions, exceeding last year's total submissions of 114. Currently, there are 18 appeals in process.

-VLEPSC: Commission meeting last week in Botetourt County: 6 agencies that appeared before the commission seeking either initial accreditation (Shenandoah Co.) or re-accreditation (Clark Co. SO, Botetourt Co. SO, King George Co. SO, Henry Co. SO, The College of William & Mary PD) for a total of 107 accredited agencies in the Commonwealth.

-Uniform Lesson Plan Project: At the last meeting the new Uniform Lesson Plan Coordinator (Brandon Williams) was introduced. He is currently in the middle of an in-depth review and will be pushing draft lesson plans out to academies across the commonwealth for their review and feedback.

-Terry Montgomery, effective January 1, 2024, will be retiring after 39 years of service to the Commonwealth. DCJS LE Division would like to thank Terry for his wealth of experience, knowledge, commitment, and passion that he has brought to DCJS over the past 12 years.

-Today, you will hear from Lois Kinch regarding the Compulsory Minimum Training Standards and performance outcomes for Dispatchers and Tina Sumpter for an update on Certified Crime Prevention Communities.

-Report concluded.

#### **4. Old Business**

**Superintendent** Smith reported that there was no old business.

#### **5. New Business**

- a. Ms. Lois Kinch, DCJS, sought approval of the revisions to the compulsory minimum training standards for dispatchers. Ms. Renne Maxey asked why the title of dispatcher has been changed to public safety telecommunicator. CRC member, Jan Farrugio addressed the question and indicated it is following best practices and APCO NENA In keeping with the movement across the county to shift from the term dispatcher to public safety telecommunicator because there is more to the position than just dispatch.

Kristi Wright suggested a correction to errors in the references to the Code of Virginia. Suggested a legal review of the text be conducted. Ms. Kinch requested the concerns be emailed to her so they could be brought back before the CRC and also for legal review. Item to be brought back before the Committee on Training in March.

Chairman Smith entertained a motion to table the item until the March meeting. A motion was made by Ms. Mary Biggs and seconded by D. Bradley Marshall. The motion passed unanimously.

- b. Tina Sumpter, DCJS, requested the City of Williamsburg 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 Ms. Mary Biggs, seconded by Officer Bennie Evans. The motion passed unanimously.

**6. Public Comment**

There was no public comment.

**7. Next Meeting.**

March 14, 2024 @ 10:00 A.M.

**8. Adjournment**

Superintendent Smith asked for a motion to adjourn the meeting which was made by Ms. Mary Biggs, seconded by Mr. Jagdish Katyal. The meeting was concluded at 10:31 A.M.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair