



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

The Honorable Jackson H. Miller
Director

Tracy Louise Winn Banks, Esq.
Chief Deputy Director

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Criminal Justice Services Board

June 15, 2023

Patrick Henry Building
1111 East Broad Street
Richmond, VA 23219
East Reading Room

Members Present

Sheriff C. O. Balderson
Ms. Mary Biggs (Virtual)
Chief Craig Branch, Chair
Chief Maggie DeBoard
Senator R. Creigh Deeds
(Virtual)
Ms. Robin Deiulio
The Hon. Sarah Deneke
The Hon. Chadwick Dotson
Officer Bennie Evans, Jr.
Sheriff Brian Heatt
Ms. Maria Jankowski
Mr. Jagdish Katyal
Judge Joseph Lindsey
Mr. Edward M. Macon

Members Present (Cont'd)

D. Bradley Marshall, Esquire
(Virtual)
Ms. Renee Maxey
Dr. Sesha Joi Moon
The Hon. Bryan Porter
Mr. Dean Ricks for
Mr. Harold Clarke
Colonel Gary Settle
Superintendent William Smith
Mr. James Towey for
Ms. Amy Floriano
Mr. Anthony Williams
Mr. Robert Tracci for
The Hon. Jason Miyares
Delegate Wren Williams
Delegate Scott Wyatt

Members Absent

Sheriff Michael Chapman
Ms. Ebony Clark
Chief Jeffrey Katz
Senator Joe Morrissey
Ms. Abbey Philips
Ms. Ashley Waddell

I. Call to Order and Approval of Minutes

Chairman Chief Craig Branch called the meeting of the Criminal Justice Services Board (CJSB) to order at 11:00 a.m. A quorum of the Board was present.

Ms. Mary Biggs participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to a medical condition.

Mr. Bradley Marshall participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to having court that morning and not being able to drive to Richmond in time for the meeting, from Haymarket, Virginia.

Senator R. Creigh Deeds participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to having court that morning and not being able to drive to Richmond in time for the meeting, from Hot Springs, Virginia.

II. Approval of Minutes

Superintendent William Smith made the motion, seconded by Mr. Jagdish Katyal, to accept the minutes of the May 11, 2023, meeting of the CJSB with one correction. The motion passed unanimously.

III. Director's Report

Ms. Tracy Louise Winn Banks, Chief Deputy Director of the Virginia Department of Criminal Justice Services (DCJS) gave the following report to the Board:

- A new board member, Ms. Robin Deiulio, was identified to the Board. She is an Engineer with KBR, Inc., in Montgomery County and is filling the private citizen vacancy on the Board formerly held by Ms. Carrera.
- On June 6, 2023, following the announcement of the mass shooting at the Altria Theater in Richmond, the DCJS Victims Crisis Assistance and Response Team (VCART) Program staff immediately put Region #1 response teams on standby to assist as needed. VCART staff made direct contact with the mother/wife of the deceased victims to offer support, information, and referrals. VCART staff are in communication with the Richmond City Victim Witness Program to get victim information for those that were physically injured and those that witnessed the shooting. VCART staff will continue to coordinate with other entities to assess needs and ensure victims have access to services and resources available. In addition, they will offer assistance through individual crisis intervention, information, referrals, group crisis interventions, and assistance with applying for victims' compensation.
- DCJS launched an agency wide Learning Management System (LMS) on June 1, 2023. This system will make online training opportunities available to constituents across the Commonwealth.
- The Conference on Violent Crime was held in Roanoke, Virginia, June 5-7, 2023, for over 340 participants. Topics included Domestic/Sexual Violence, Effective Investigation, the Role of the Prosecutor After a Racially Motivated Mass Shooting and Fighting Fentanyl.
- The Active Attack Training Program has completed over 250 Civilian Response and Casualty Care courses in FY23 with an expectation to offer even more in FY24. The program is beginning to offer law enforcement active attack training courses and is on track to offer over 16 courses before December 2023.
- The Virginia Center for School and Campus Training Forum will take place July 25-27, in Hampton, Virginia, with over 850 participants currently registered. Over 1,000 school safety professionals are expected to attend the conference which has been offered for 22 years.
- DCJS' Research Center has recently completed the following reports which can be found on our website at www.dcjs.virginia.gov :

- Drug Cases Submitted to the Virginia Department of Forensic Science
- Virginia Index Crime and Drug Arrest Trends
- Virginia, U.S., and Bordering States Index Crime and Drug Arrest Trends

IV. Committee Reports

Committee on Training

Chief Branch called on Superintendent Smith to give a report from the Committee on Training (COT).

The COT approved the following Dispatcher Curriculum Review Committee (CRC) members:

- Brad Nester, Deputy Director - Pulaski 911, representing the New River Criminal Justice Academy
- Heather Gearhardt, Communications Training Coordinator representing the Central Shenandoah Criminal Justice Academy
- Dawn Drewry, Hanover ECC Senior Training Supervisor representing the Hanover County Sheriff's Training Academy
- Jessica Boster, Henrico County Police Communications Training Coordinator, representing the Henrico County Police Training Academy
- Wayne Bushrod representing the National Association for the Advancement of Colored People
- Paige Chisom, Roanoke ECC Communications Team Supervisor, representing the Roanoke County Emergency Communications Center
- Jan Farruggio, ECC Training Program Manager, representing the Charlottesville /UVA/Albemarle County Emergency Communications Center
- Dyan McDermott, ECC Chief Training Officer, representing the Emergency Communications/911 Norfolk
- Michelle Armstrong, Division 1 Dispatch Supervisor, representing the Virginia State Police Training Academy

The COT recommended that the CJSB approve the recertification of the City of Galax as a Certified Crime Prevention Community.

Superintendent Smith made the motion, seconded by Ms. Biggs, to approve the recertification of the City of Galax as a Certified Crime Prevention Community. The motion passed unanimously.

The COT recommended that the CJSB also approve the recertification of Warren County as a Certified Crime Prevention Community.

Superintendent Smith made the motion, seconded by Ms. Biggs, to approve the recertification of the Town of Warren as a Certified Crime Prevention Community. *Recusal: Chief Maggie DeBoard.* The motion passed.

The COT recommended that the CJSB approve the recertification of Westmoreland County as a Certified Crime Prevention Community.

Superintendent Smith made the motion, seconded by Ms. Biggs, to approve the recertification of Westmoreland County as a Certified Crime Prevention Community. *Recusal: Sheriff C. O. Balderson.* The motion passed.

Executive Committee

Chief Branch turned over the meeting to Vice-Chair Bryan Porter as he gave the following updates from the CJSB Executive Committee:

On May 18, 2023, the Executive Committee heard the decertification appeals of:

- **Mr. Jeffrey Dense**, formerly with the Virginia State Police, and reinstated Mr. Dense as a law enforcement officer.
- **Ms. Grace O'Connor**, formerly with the Norfolk Sheriff's Office, and upheld the decertification of Ms. O'Connor as a law enforcement officer.
- **Mr. Eric Allen**, formerly with the Richmond Police Department, and reinstated Mr. Allen as a law enforcement officer.

Grants Committee

Chief Branch gave the Grants Committee report. The Grants Committee met on June 1, 2023, and made the following recommendations:

- **American Rescue Plan Act (ARPA) – Child Advocacy Centers (CAC) Grant Program.** The Grants Committee approved funding in the amount of **\$173,294** for **12** awards.
 - **American Rescue Plan Act (ARPA) – Court Appointed Special Advocate (CASA) Expansion grants.** The Grants Committee approved funding in the amount of **\$343,124 in federal funds** for **3** awards.
 - **American Rescue Plan Act (ARPA) – Victims Services Grant Program (VSGP) Action Alliance grants.** The Grants Committee approved an increase in funding in the amount of **\$67,500, for a total award of \$499,517.**
 - **American Rescue Plan Act (ARPA) – Telehealth Programs in Rural Communities grants.** The Grants Committee approved funding in the amount of **\$280,000 in federal funds** for **two** awards.
 - **Byrne/Justice Assistance grants (JAG)** in the amount of **\$1,295,580 in Federal Funds** for **two** awards.
 - **Peer-Support Critical Incident Stress Management Grant Program (CISM)** in the amount of **\$300,000** in state funds for **two** awards.
 - **Virginia Sexual and Domestic Violence Victim Fund (VSDVVF) grant** in the amount of **\$1,785,303** for **43** awards using State General Funds and Virginia Sexual and Domestic Violence Victim Fund (special funds) allocated for this purpose.
- Victim/Witness Grant Program (VWGP) - Continuations** in the amount of **\$18,049,364** for **114** awards. This is comprised of VOCA funds (\$11,918,066), State General Funds (\$943,700), and Virginia Crime Victim-Witness Special Funds (\$5,187,598) allocated for this purpose.
- **Victims of Crime Act (VOCA) Department of Social Services (DSS) Child Advocacy Centers grant programs** in the amount of **\$3,987,524** in federal funds for **1** award.

A motion was made by Mr. Katyal to approve the block of grants as recommended by the Grants Committee. The motion was seconded by Sheriff Brian Hieatt. The motion passed unanimously.

Recusals: Sheriff Balderson for the VWGP grant for Westmoreland, Ms. Biggs for the VWGP Grant for Montgomery County, Chief Branch for the VDVF for Caroline County, Empowerhouse, Fredericksburg, Rappahannock Council Against Sexual Assault, Services to Abused Families, Inc., Spotsylvania, and Stafford County, VWGP Grant for Caroline County, Culpeper, Fredericksburg, Orange County, Spotsylvania, and Stafford, Chief DeBoard for the VWGP grant for Fairfax, Judge Sarah Deneke for the ARPA grant for Safe Harbor Child Advocacy Center, VDVF for Caroline, Fredericksburg, Safe Harbor, VWGP for Caroline and Fredericksburg, Mr. Dean Ricks for the VWGP Grant for the Department of Corrections, Mr. Bryan Porter for VWGP for Alexandria.

Nominations and Appointments Committee

Mr. Ed Macon gave the Nominations and Appointments Committee report. The Nominations and Appointments Committee met at 9:30am on June 15, 2023, and made the following recommendations:

Court Appointed Special Advocate/Children's Justice Act (CASA/CJA) Advisory Committee. The following individuals were recommended for consideration for reappointment for four-year terms to the CASA/CJA Advisory Committee beginning July 1, 2023:

- Giselle Pelaez, LCSW, as the Mental Health Professional Representative
- The Honorable Thomas P. Sotelo, J.D., as the Juvenile and Domestic Relations District Court Judge position
- Ashley Thompson, J.D., as the Deputy Commonwealth's Attorney position

The following individual was recommended for a vacancy for a new appointment for a four-year term to the CASA/CJA Advisory Committee beginning July 1, 2023:

- Davy Fearon, for the Adult with Lived Experience position.

Private Security Services Business Representatives. The following individuals were recommended for appointment/reappointment as specified below to the Private Security Services Advisory Board (PSSAB):

- Appointment of Coren Mastchati, Private Security Services Business Representative. Beginning July 1, 2023, and ending June 30, 2024.
- Reappointment of Mr. Stephen Shiflett, Private Security Services Business Representative. Beginning July 1, 2023, and ending June 30, 2026.
- Reappointment of Mr. Christopher G. Stuart, Private Security Services Business Representative. Beginning July 1, 2023, and ending June 30, 2026.

Instructor Representative (1 Vacancy)

- Reappointment of Mr. James Reynolds, Instructor Representative. Beginning July 1, 2023, and ending June 30, 2026.

Bail Bondsmen Representative (1 Vacancy)

- Reappointment of Mr. David Gambale, Bail Bondsmen Representative. Beginning July 1, 2023, and ending June 30, 2026.

Locksmith Representative (2 Vacancies, 1 Candidate)

- Appointment of Mr. Timothy Chrisman, Locksmith Representative. Beginning July 1, 2023, and ending June 30, 2024.

Personal Protection Specialist Representative (1 Vacancy)

- Appointment of Robert Lamour, Personal Protection Specialist Representative. Beginning July 1, 2023, and ending August 30, 2024.

Electronic Security Business Representative (1 Vacancy)

- Reappointment of Mr. Jagdish Katyal, Jr., Electronic Security Business Representative.

Outstanding Vacancies

It was noted that the PSSAB still has three vacant seats. The Law Enforcement Representative is vacant following Mr. Jeffrey Dodson's retirement. One Locksmith Representative and the Special Conservator of the Peace Representative seats are also vacant. DCJS is actively recruiting applicants for these vacant seats.

Mr. Ed Macon made the motion that the Board vote to approve the recommended appointments/reappointments and term limits to both the CASA/CJA and the PSSAB. The motion was seconded by Superintendent Smith. *Recusal: Mr. Katyal, Opposed: Dr. Sesha Moon.* The motion passed.

There was some discussion regarding these appointments. It was requested that bios, resumes or some other documentation regarding each individual being appointed to a committee or subcommittee be provided to all board members in the future for consideration before a full vote is taken by the CJSB.

V. Freedom of Information Act (FOIA) Presentation

Ms. Cathie Hutchins of the Office of the Attorney General gave a brief presentation on FOIA to the members of the CJSB.

VI. Old Business

Ms. Hutchins spoke regarding the proposed Electronic Meeting Policies created by the FOIA council.

A motion was made by Ms. Maria Jankowski to accept the policies. The motion was seconded by Chief DeBoard. The motion passed unanimously.

VII. New Business

There was no new business.

VIII. Public Comment

There was no public comment.

IX. Next Meeting

The next Criminal Justice Services Board (CJSB) Meeting will take place on October 12, 2023, at 11:00 a.m., in the East Reading Room of the Patrick Henry Building, located at 1111 E. Broad Street, Richmond, VA 23219.

X. Adjournment

The meeting adjourned at 12:09 p.m.