



# 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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### MINUTES

#### Criminal Justice Services Board

December 5, 2024

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

#### **Members Present**

Mr. Lloyd Banks for The Hon.  
Patricia West  
Ms. Mary Biggs  
Sheriff Michael Chapman *(Virtual)*  
Chief Maggie DeBoard  
Officer Bennie Evans, Jr. *(Virtual)*  
Delegate Phil Hernandez  
Sheriff Brian Hieatt  
Ms. Maria Jankowski  
Mr. Jagdish Katyal  
Mr. Edward M. Macon  
COL Matt Hanley for Colonel  
Gary Settle  
Ms. Renee Maxey  
Dr. Sessa Joi Moon *(Virtual)*  
Mr. Dean Ricks for The Hon.  
Chadwick Dotson

#### **Members Present (Cont'd)**

Superintendent William Smith  
Ms. Theo Stamos *(Virtual)*  
Mr. James Towey for  
Ms. Amy Floriano  
Mr. Anthony Williams  
Chief Ryan Zuidema

#### **Members Absent**

Senator Lamont Bagby  
Sheriff C. O. Balderson  
Chief Craig Branch, Chair  
Ms. Ebony Clark  
Ms. Robin Deulio  
Judge Joseph Lindsey  
D. Bradley Marshall, Esq.  
The Hon. Russell McGuire  
Senator Mark Peake  
The Hon. Bryan Porter, Vice-Chair  
Delegate Briana Sewell *(Virtual)*  
Ms. Ashley Waddell

#### **I. Call to Order**

The meeting of the Criminal Justice Services Board (CJSB) was called to order at 11:05 a.m. In the absence of the chair or vice-chair, Ms. Renee Maxey made a motion, seconded by Superintendent William Smith, to elect Chief Maggie DeBoard as the chair pro tempore. The motion passed unanimously. A quorum was present.

Sheriff Michael Chapman participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to his principal residence location being further than 60 miles from the meeting location.

Ms. Ebony Clark participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to her principal residence location being further than 60 miles from the meeting location.

Officer Bennie Evans participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to his principal residence location being further than 60 miles from the meeting location.

Dr. Sesha Joi Moon participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to her principal residence location being further than 60 miles from the meeting location.

Ms. Theo Stamos participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to a court appearance being further than 60 miles from the meeting location.

## **II. Approval of Minutes**

Ms. Mary Biggs made the motion, seconded by Mr. Anthony Williams, to accept the minutes of the October 10, 2024, meeting of the CJSB. The motion passed unanimously.

## **III. Director's Report**

Mr. Jackson Miller, Director of the Virginia Department of Criminal Justice Services (DCJS) gave an overview of items of interest from the agency:

### **Division of Programs and Services**

- The Division of Programs and Services held a conference focusing on various aspects of domestic violence October 7-9, 2024, in Hampton. Presentations focused on practical guidance, best practices, and evidence-based, trauma-informed approaches to prevent domestic violence, support survivors, and hold individuals accountable. Judge Nancie Williams, from the 26th Judicial District, shared her own story of growing up in the shadow of domestic violence. The third day of the conference transitioned to focus on human trafficking.
- Two new solicitations for grant funding were issued, including continuation funding under the Sexual Assault Services Program and new funding for jail-based substance use disorder treatment programs. Grants will be presented for CJSB approval in December. Additional solicitations for continuation and new programs under the Firearm Violence Intervention and Prevention Grant Program and Operation Ceasefire Grant Program will be issued. Grants under these solicitations will be presented in December and March.

### **Division of Licensure and Regulatory Services**

The Division of Licensure and Regulatory Services has nearly finished the project to build and launch the new credentialing system, Lotus. The Division is currently in a blackout period, which will continue until Lotus goes live on Friday, December 13, 2024, at 8:00 a.m. The blackout means that constituents cannot conduct business with us temporarily. This is necessary to transfer, clean, and load data from the old

system to Lotus. DCJS staff are using the blackout period to complete training on the new system. For more information on Lotus, please go to the DCJS website and search for “Lotus” to find the FAQ page.

#### **Division of Law Enforcement**

The WMATA (Washington Metropolitan Area Transit Authority) Police Department upgraded their existing criminal justice academy to permit basic law enforcement training of recruits. This was in partnership with DCJS’ Law Enforcement division staff who helped them navigate Virginia's basic training requirements. WMATA's police department faces a very unique set of challenges policing their transportation system, as they are the only police agency in the United States that has to address criminal justice training standards in three separate state systems (Virginia, Maryland, and DC.).

Dawn Wright, a new field representative for DCJS was introduced to the Board.

### **IV. Committee Reports**

#### **Committee on Training (COT)**

The COT met at 10:00 a.m., on December 4, 2024. COT Chair, Superintendent William Smith gave a report, which included the recommendation to recertify the City of Newport News as a Certified Crime Prevention Community.

The motion was made by Superintendent Smith and seconded by Ms. Biggs to approve the City of Newport News as a Certified Crime Prevention Community. The motion passed unanimously.

#### **Executive Committee**

Chief DeBoard gave an update on the Executive Committee which met on November 21-22, 2024, and heard the following decertification appeals:

- **Mr. Armani Edelen**, formerly with the Metro Washington Airport Authority. The Executive Committee voted to reinstate the eligibility for certification of Mr. Edelen.
- **Ms. Erica Nations**, formerly with the Fauquier County Sheriff’s Office. The Executive Committee voted to sustain the decertification of Ms. Nations.
- **Mr. Jacob Unger**, formerly with the Shenandoah County Sheriff’s Office. The Executive Committee voted to reinstate the eligibility for certification of Mr. Unger.
- **Mr. Christopher Gibson**, formerly with the James City County Police Department. The Executive Committee voted to sustain the decertification of Mr. Gibson.
- **Mr. Reinaldo Torres**, formerly with the Chesterfield County Sheriff’s Office. The Executive Committee voted to sustain the decertification of Mr. Torres.
- **Mr. Hunter Russell**, formerly with the Roanoke City Police Department. The Executive Committee voted to sustain the decertification of Mr. Russell.

#### **Grants Committee Report**

Mr. Ed Macon gave a report from the Grants Committee which met on November 25, 2024, at 11am, and made the following recommendations:

- **Sexual Assault Services Program (SASP) Funding:** The Grants Committee approved funding in the amount of **\$970,586**, in federal SASP funds, for **30** awards.

- **Jail Based Substance Abuse Treatment Grant (JBSU):** The Grants Committee approved funding in the amount of **\$1,301,514**, in state special funds, for **10** awards.
- **Operation Ceasefire Grant Program (OCGF) Funding:** The Grants Committee approved funding in the amount of **\$799,223**, in state funds, for **4** awards.
- **Combatting Hate Crimes Grant Program (HCGP):** The Grants Committee approved funding in the amount of **\$668,622**, in state general funds, for **7** awards.

Mr. Macon made the motion, seconded by Ms. Maria Jankowski to approve the grants as recommended. The motion passed unanimously.

Ms. Renee Maxey had a question regarding the breakdown of this funding and requested that, in the future, DCJS staff include the specific amounts that were not funded.

***Private Security Services Advisory Board (PSSAB)***

Mr. Jagdish Katyal gave the report from the PSSAB which met November 20, 2024, at 10:00 a.m.

**VI. Old Business**

There was no old business to discuss.

**VII. New Business**

Ms. Kristi Shalton, Decertification and Regulatory Supervisor with the Division of Law Enforcement of DCJS requested approval of the revisions to the regulatory text of 6 VAC20-60 Rules Relating to Compulsory Minimum Training Standards for Dispatchers.

A motion to approve the revisions to the regulatory text of 6 VAC20-60 Rules Relating to Compulsory Minimum Training Standards for Dispatchers was made by Superintendent Williams and seconded by Ms. Biggs. The motion passed unanimously.

**VIII. Public Comment**

There was no public comment.

**X. Next Meeting**

The next Criminal Justice Services Board (CJSB) Meeting will take place in the East Reading Room of the Patrick Henry Building on March 13, 2025, at 11:00 a.m.

**XI. Adjournment**

The meeting adjourned at 11:25 a.m.