



# COMMONWEALTH of VIRGINIA

## *Department of Criminal Justice Services*

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

## MINUTES

### Criminal Justice Services Board

October 9, 2025

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

#### **Members Present**

Senator Lamont Bagby  
Mr. Adam Blevins  
Sheriff Jeremy Falls  
Ms. Kate Hanger  
Sheriff Brian Hieatt (Virtual)  
Delegate Phil Hernandez  
LTC Keenon Hook, proxy for  
Colonel Matthew Hanley  
Ms. Maria Jankowski  
Chief Stephen Keatts  
D. Bradley Marshall, Esq.  
Judge John Marshall  
Ms. Corinne Mastronardi  
Ms. Renee Maxey  
The Hon. Russell McGuire  
Ms. Krystyn Reid  
Ms. Jill Ryan for the Hon.  
Karl Hade

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

Chief Carl Rowan, Jr.  
Delegate Briana Sewell  
Sheriff Bradford "Chip" Shuler, Chairman  
Mr. Chuck Slemple, III (Virtual)  
Superintendent William Smith  
Ms. Theo Stamos  
Mr. James Towey for Ms. Amy Floriano  
Mr. Joseph Walters for The Hon.  
Chadwick Dotson  
Mr. Sherard Tisdale  
Mr. John Vithoulkas  
Judge Patricia West (Virtual)  
Mr. Anthony Williams (Virtual)

#### **Members Absent**

Senator Mark Peake  
Sheriff Richard Vaughan

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

Chairman Bradford "Chip" Shuler called the meeting of the Criminal Justice Services Board (CJSB) to order at 11:00 a.m. A quorum of the Board was present.

Sheriff Brian Hieatt 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.

Chief Stephen Keatts participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to being on vacation further than 60 miles from the meeting location.

Mr. D. Bradley Marshall, Esq., 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. Krystyn Reid 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.

Mr. Chuck Slem, III participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to his travel outside of Virginia, further than 60 miles from the meeting location.

Judge Patricia West participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to her attendance at a mandatory meeting, further than 60 miles from the meeting location.

Delegate Briana Sewell 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.

## **II. Approval of Minutes**

Mr. Rusty McGuire made the motion, seconded by Ms. Corinne Mastronardi to accept the minutes of the September 3, 2025, meeting of the CJSB, with one edit regarding attendance and the June 12, 2025, meeting of the CJSB with no edits. The motion passed unanimously

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

Ms. Tracy Louise Winn Banks, Chief Deputy Director, Virginia Department of Criminal Justice Services (DCJS), gave the Director's Report in the absence of the Director, Jackson Miller.

Ms. Banks formally introduced our newly appointed Chairman, Sheriff Bradford "Chip" Shuler who now serves on the CJSB as a representative of the Virginia Sheriff's Association. She then recognized the other newly appointed members:

**Mr. Adam Blevins**, Operations Director with the VA Law Enforcement Assistance Program (VALEAP). He serves as a representative of a mental health service provider.

**Chief Travis Christian**, Chief of Police with the Petersburg Police Department. He serves as a representative of the Virginia Association of Chiefs of Police.

**Sheriff Jeremy Falls**, Fauquier County Sheriff's Office. He serves as a representative of the Virginia Sheriff's Association.

**Ms. Kate Hanger**, Executive Director with the Virginia Victim Assistance Network. She serves as a representative of a social justice organization.

**Judge John Marshall**, Henrico County Circuit Court. He serves as a representative of the judiciary.

**Ms. Corinne Mastronardi**, CEO with Trustus Security Services, LLC. She serves as a representative of the private security industry.

**The Honorable Russell “Rusty” McGuire**, Commonwealth Attorney for Louisa County. He serves as a representative of crime victims’ interests and has been reappointed.

**The Honorable Krystyn Reid**, Commonwealth Attorney for York County and the City of Poquoson. She serves as a representative of the Virginia Association of Commonwealth’s Attorneys.

**Mr. Sherard Tisdale**, Investigator, Amelia County Sheriff’s Office. He serves as a representative of the community interest of minorities.

**Mr. John Vithoulkas**, County Manager with Henrico County. He serves as a representative of the Virginia Association of Counties).

Ms. Banks then gave the following updates from DCJS’ Divisions:

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

The Decertification Team within the Division of Law Enforcement began coordinating informal fact-finding conferences in June. These informal proceedings utilize a neutral hearing officer appointed by the Supreme Court of Virginia to review decertification cases that have been appealed by the decertified law enforcement and jail officers, pursuant to Code language changes from the 2024 Session of the General Assembly. These informal hearings have been taking place monthly since that time, giving appellants an option to have their appeals heard more quickly. If the appellant doesn’t agree with the results of the informal fact-finding conference they may still appeal to the CJSB Executive Committee. The formal hearings are still being conducted several times per year, but this additional option is successfully assisting in clearing the backlog of cases awaiting review.

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

- The Division of Programs and Services is launching a new year of what is called CASA College. Through CASA College, volunteers and professional staff with local Court Appointed Special Advocate programs receive state-of-the-art training to assist them in providing effective advocacy for abused and neglected children.
- The primary work on replacing the case management and data collection system for local probation and pretrial services agencies has been completed. Additional work will be ongoing as staff work with local programs to identify and address concerns and functionality.
- The Office of Safer Communities will host a statewide community of practice conference for current and potential grantees December 8-9, 2025, in Virginia Beach. The conference will feature various sessions for attendees relevant to their violence intervention and prevention efforts.

#### **Division of Public Safety Training and Virginia Center for School and Campus Safety**

- The PST-VCSCS division kicked off FY26 with the **25<sup>th</sup> anniversary of the School Safety Training Forum**. This training forum brought together nearly 1200 participants from 276 different organizations, divisions, and localities for an extensive reunification training, including four keynotes and 22 workshops. Participants representing schools, law enforcement, mental health, and community partners contributed to a collaborative dialogue focused on innovative strategies and best practices for creating safer educational environments.

- The **2025 Executive Forum** brought together over 80 state leaders, leaders from many statewide associations and local executive-level leadership, including sheriffs, chiefs of police, superintendents, and school board members from around the Commonwealth, to discuss key school safety issues and ways to fill existing gaps.
- The **2025 First Responder Wellness Conference** took place in Norfolk last month and brought together over 300 first responders from all disciplines (Fire, EMS, Law Enforcement, and Dispatch) to hear the latest keynote and workshop presentations on wellness for our front-line defenders.
- **The Critical Incident Preparedness and Response Program** conducted 47 courses, training 1,208 participants, through three School-based trainings, 22 citizen-focused trainings, and 22 multiday first responder trainings in the first quarter of FY26!
- DCJS' Virginia Center for School and Campus Safety has agreed to host a visit on October 30-31, 2025, for a delegation of ten professionals from the Louisiana Center for Safe Schools, located in the Louisiana Governor's Office of Homeland Security and Emergency Preparedness. Louisiana sees Virginia as a national leader and uses many of our resources, programs, and initiatives as the basis for its Center. The in-person visit will allow them the opportunity to hear more in-depth details about how Virginia has structured and implemented our "best in class" initiatives.

#### IV. Committee Reports

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

The COT met at 10:00 a.m. on October 9, 2025. COT Chair, Superintendent William Smith gave the report.

A motion was made by Superintendent Smith and seconded by Ms. Theo Stamos, that the Board approve the Certified Crime Prevention Community application for Stafford County. The motion passed unanimously.

##### **Grants Committee Report**

It was noted that there was no Grants Committee meeting prior to the CJSB meeting of the Board due to a lack of a quorum and turnover of board members. Grants that would normally have gone to the Grants Committee went before the full board for consideration. The normal process will resume for the December CJSB meeting.

DCJS recommended the following:

- **Critical Incident Stress Management Grant program:** DCJS is recommending approval of funding in the amount of \$300,000, in federal funds, for two awards.
- **Hate Crime Grant Program:** DCJS is recommending approval of funding in the amount of \$660,196, in federal funds, for six awards.
- **School Resource Officer Grant Program:** DCJS is recommending approval of funding in the amount of \$5,097,384, using \$3,782,134 in SRO/SSO Incentive Grant Program funds and \$1,315,250 in required local match funds, for 26 awards.
- **School Safety Officer Grant Program:** DCJS is recommending approval of funding in the amount of \$962,745, using \$700,365 in SRO/SSO Incentive Grant Program funds and \$262,380 in required local match funds, for ten awards.

- **School Safety Personnel Grant Program:** DCJS is recommending approval of funding in the amount of \$326,171, using \$199,509 in SRO/SSO Incentive Grant Program funds and \$126,662 in required local match funds, for three awards.

There were some questions regarding the reason that some of the awards were not recommended for funding.

There was discussion about the SRO and SSO grants and the dollar amounts being requested from localities. Questions were asked about the specifics of what the funding was providing. In particular, if it included salaries and equipment.

DCJS staff pointed out that there is a cap for salaries at \$100,000. Judge Marshall remarked that the breakdown for these grants should have been provided to the Board to consider and that \$100,000 is a very generous salary for one SRO/SSO.

Ms. Jankowski recommended that, in the future, if the Grants Committee isn't in complete agreement regarding the approval of funding, then the vote from the full Board should not be in a full block, but rather, broken out by grant.

It was decided that there would be more discussion at the next meeting on the process of approving grants in the future.

A motion was made by Mr. Rusty McGuire and seconded by Chief Carl Rowan, Jr., to approve these grants as recommended by the Grants Committee. The motion passed. *Nays: Judge John Marshall, Ms. Renee Maxey, Mr. Anthony Williams, Superintendent Smith, Chief Travis Christian, and Mr. John Vithoukals.*

*Recusals: Mr. Adam Blevins for the CISM Grant for Virginia Law Enforcement Assistance Program.*

*Chairman Chip Shuler for the SRO Grants for Smyth County.*

## **V. Old Business**

There was no old business to discuss.

## **VI. New Business**

### ***Nomination of Vice-Chair***

Mr. McGuire nominated Ms. Krystyn Reid to serve as Vice-Chair of the CJSB. There were no further nominations.

A motion was then made by Mr. McGuire and seconded by Superintendent Smith to appoint Ms. Reid as Vice-Chair to the CJSB. The motion passed unanimously.

### ***2024 Byrne State Crisis Intervention Program Plan***

Jennifer MacArthur, Manager of the Adult Justice Programs at DCJS, gave a report on the 2024 Byrne State Crisis Intervention Program Plan. It was noted that action will not be required on this item until the next meeting of the CJSB on December 4, 2025.

***Regulations***

DCJS staff then presented on the following regulations needing NOIRA authorizations:

- 6 VAC 20-11: Public Participation Guidelines
- 6 VAC 20-80: Rules Relating to Certification of Criminal Justice Instructors
- 6 VAC 20-90: Rules Relating to Regional Criminal Justice Training Academies
- 6 VAC 20-280: Rules Relating to Compulsory Minimum Training Standards for Law Enforcement Field Training Officers

A motion to approve of DCJS opening the actions on these regulations to begin the process of making necessary changes to these regulations was made by Ms. Stamos and seconded by Mr. McGuire. The motion passed unanimously.

**VII. Public Comment**

There was no public comment.

**VIII. Meeting Dates**

A motion was made by Ms. Jankowski and seconded by Mr. Sherard Tisdale to accept the following meeting dates for the CJSB for 2026: March 19, May 7, June 11, October 8, and December 3.

**IX. Next Meeting**

The next Criminal Justice Services Board (CJSB) Meeting will take place in the East Reading Room of the Patrick Henry Building on December 4, 2025, at 11:00 a.m.

**X. Adjournment**

The meeting adjourned at 12:11 p.m.