



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion
Director

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000

Criminal Justice Services Board

May 10, 2018

Members Present

Ms. Diane Abato
Ms. Mary Biggs
Chief Craig Branch
Ms. Angie Carrera
Senator Charles Carrico, Sr.
Chief James Cervera
Chief Tonya Chapman,
Chairman
Sheriff Vanessa Crawford
Judge Sarah Deneke
Mayor Carolyn Dull
Delegate C. Todd Gilbert
Mr. Jacob Lubetkin, proxy
for Mr. David Johnson
Mr. Edward M. Macon
The Hon. Bryan Porter
Sheriff Anthony Roper
Superintendent Bobby Russell
Ms. Cookie Scott
Colonel Gary Settle
Mr. Robert Soles
Chief James Williams
Chief Kelvin Wright

Members Absent

Ms. Adrienne Bennett
Mr. Andy Block
Mr. John Boneta
Ms. Francine Horne
Judge Mary Malveaux
Delegate Chris Peace
Senator Mark Peake
Ms. Stephanie Wright

DCJS Staff Present

Kenny Adcock
Leon Baker
Jordan Burns
Dave Cotter
Shannon Dion
Tricia Everetts
Tom Fitzpatrick
Teresa Gooch
Sharon Gray
Ed Holmes
Lauren Hyman
Jack Irvin
John Mahoney
Laurel Marks
Bob McHale

DCJS Staff Present (Cont'd)

Conor O'Donnell
Megan Peterson
Barbara Peterson-Wilson
Erik Smith
Albert Stokes
DeAndrea Williams

Others Present

Mr. Jon Cliborne, Crater Criminal
Justice Training Academy
Mr. Jerry Gentile, Virginia
Department of Planning & Budget
Mr. George Goodwin, from
Senator Peake's Office
Mr. Richard Hall-Sizemore, Virginia
Department of Planning & Budget
The Honorable Brian J. Moran,
Secretary of Public Safety and
Homeland Security
Ms. Nicky Zamostny, Assistant
Secretary of Public Safety and
Homeland Security

I. Call to Order

Chairman Tonya Chapman called the meeting to order at 11:00 a.m., welcomed everyone to the meeting and thanked them for their commitment to the Criminal Justice Services Board (CJSB).

Chairman Chapman reminded guests to please sign the attendance sheet for the purpose of the minutes and asked the CJSB members to state their name when making a motion or seconding, to speak clearly for the purpose of the minutes and to speak into the microphone closest to them.

She further reminded whoever will be addressing the CJSB to step up to the podium and speak into the microphone for the purpose of the minutes.

Chairman Chapman then asked Ms. Lauren Hyman to take the roll. Ms. Hyman stated there was a quorum with 21 members present, including two General Assembly members.

II. Approval of Minutes from Last Meeting

Chairman Chapman then called for a motion to approve the minutes of the December 7, 2017, meeting. Ms. Mary Biggs made the motion to accept the minutes and Chief Craig Branch seconded the motion. The motion unanimously passed.

Delegate Todd C. Gilbert was recognized as a new member of the CJSB, representing the House Committee for Courts of Justice.

Chairman Chapman then called on The Honorable Brian Moran, Secretary of Public Safety and Homeland Security, to read the Governor's Proclamation for Virginia Police Week and Peace Officers Memorial Day.

III. Director's Report

- Ms. Shannon Dion gave her first report as DCJS Director to the CJSB. She is asking questions and seeking ideas from staff to take agency operations to the next level and encouraged CJSB members to ask questions as well. Ms. Dion shared her commitment to making sure the agency work is transparent and fiscally sound.
- New DCJS employees were introduced: David Cotter (Director of Policy and Legislative Affairs), Tricia Everetts (Victims Training Coordinator), and Megan Peterson, (Chief Deputy Director).
- On May 1, 2018, DCJS began participating in the Statewide Livescan Fingerprinting Solution Contract, which means future fingerprint cards submitted to the agency will be of a much higher quality.
- DCJS is expected to receive \$85.4 million in Victims of Crime Act (VOCA) funding later this year. Determinations are being made as to the best use of these new funds and will include stakeholder, CJSB and administration input.
- DCJS is hosting the 2nd Annual Intersections of Violence: Domestic Violence, Sexual Assault and Child Abuse Conference on June 11-13, 2018, in Portsmouth. This conference is sponsored by DCJS in partnership with the Commonwealth's Attorneys' Services Council, the Virginia Victim Assistance Network, and the Virginia Victims Fund.
- The Secretary of Public Safety and Homeland Security joined DCJS in presenting five School Safety Sessions throughout the state.

IV. Committee Reports

Executive Committee

An overview of the Executive Committee meeting that took place on April 4, 2018, was given by Chairman Tonya Chapman. Since the March 22nd meeting of the CJSB was cancelled due to inclement weather and there was a short turnaround for grant monies, the Executive Committee convened.

Chief Chapman made a motion that the CJSB approve the minutes from the Executive Committee meeting that took place on April 4, 2018. The motion was seconded by Superintendent Bobby Russell. The motion unanimously passed.

Committee on Training (COT)

Superintendent Russell gave an overview of the COT meeting that took place on May 10, 2018, at 9:30a.m.

Grants Committee

Superintendent Russell gave an overview of the Grants Committee meeting that took place on May 1, 2018. The Committee met to review and recommend grants to the CJSB. There was a quorum of Committee members present at the meeting. Staff provided an overview of the Virginia Sexual and Domestic Violence Victims Grants Program, which is in the second of a three-year funding cycle. The total amount allocated for the 64 programs is \$2,577,578.

- ***Byrne/Justice Assistance Grants (Continuation)***

Superintendent Russell made a motion that the CJSB approve a total of nine continuation grant awards totaling \$581,603 in Byrne/Justice Assistance Grant funds as recommended by the Grants Committee. The funding supports local law enforcement and youth community stakeholders. The motion was seconded by Sheriff Vanessa Crawford. The motion unanimously passed.

- ***Byrne/Justice Assistance Grants (New)***

Superintendent Russell made a motion that the CJSB approve a total of 18 new grant awards totaling \$575,667 in Byrne/Justice Assistance Grant funds as recommended by the Grants Committee. The funding supports local law enforcement training, equipment purchases, and technology upgrades. The motion was seconded by Ms. Cookie Scott. *Recusals:* Judge Sarah Deneke, Chief Kelvin Wright, Chief James Williams, Mayor Carolyn Dull, Chief Craig Branch. The motion passed.

- ***Victims of Crime Act (VOCA) Grants***

Superintendent Russell made a motion that the CJSB approve the Victim/Witness (VOCA Child Abuse and Neglect New Initiative Continuation Grant) award to the Department of Social Services totaling \$3,300,000 in VOCA funding to support 15 Child Advocacy Centers and local treatment programs. The motion was seconded by Chief Branch. The motion unanimously passed.

- ***Virginia Sexual and Domestic Violence Victim Grants Program***
Superintendent Russell stated that an overview of these grants was given to the Grants Committee at the May 1, 2018, meeting and no action is required at this time.
- **Juvenile Justice Delinquency Prevention (JJDP) Grants**
Superintendent Russell made a motion that the CJSB approve Federal JJDP Title II funds in the amount of \$260,881 for eight JJDP continuation grants as recommended by the Advisory Committee on Juvenile Justice and Prevention (ACJJP). The motion was seconded by Ms. Scott and unanimously passed.

Nominations Committee

Mr. Ed Macon made a motion for the CJSB to approve the appointment of Mr. David L. Bourne, for a term commencing immediately and through June 30, 2019, as the Bail Bondsmen Representative on the Private Security Services Advisory Board (PSSAB). The motion was seconded by Ms. Diane Abato. The motion unanimously passed.

V. Old Business

No new business was brought before the CJSB for discussion at this meeting.

VI. New Business

Chief Kelvin Wright made a motion that the CJSB approve the expenditure of \$124,333 in Byrne/JAG Funds for law enforcement. The motion was seconded by Superintendent Russell. The motion unanimously passed.

Senator Charles Carrico made a comment regarding school safety. He pointed out that there is a company in Bristol, Virginia, that makes ballistic sheetrock and they are looking to equip a school in the Bristol area. This needs to be considered in the future for other schools.

Crime Commission Pretrial Study Update

Mr. Tom Fitzpatrick, Division Director of Programs and Services of DCJS, provided an update on a study the Virginia State Crime Commission is conducting on the administration of pretrial services. An original two year study that started in 2016 was extended for another year to address how local pretrial service agencies and DCJS can improve pretrial services and to compare outcomes for defendants on pretrial supervision to those not on pretrial supervision. DCJS and the Crime Commission have hosted several stakeholder meetings and will continue to solicit feedback from stakeholders as part of this study.

Special Conservator of the Peace (SCOP) Curriculum Review Committee Update

Teresa Gooch, Division Director of Law Enforcement of DCJS, gave an overview of the Special Conservator of the Peace (SCOP) Curriculum Review Committee Update.

Chairman Chapman requested that DCJS staff present the recommendation for the Special Conservator of the Peace (SCOP) Curriculum Review Committee to the PSSAB at their next meeting and that the PSSAB make recommendations to the CJSB at the June 14th meeting.

Job Task Analysis Update

Mr. Erik Smith gave an update on the entry level law enforcement Job Task Analysis (JTA), which is a statistical survey of all tasks law enforcement officers engage in and what every entry level officer needs to know. It is basically an update of the Compulsory Minimum Training standards which have not been comprehensively updated in twenty years. Last December, the CJSB approved a grant for the JTA to be completed. A vendor was selected and a 15 member project ethical committee was formed consisting of higher-level representatives from law enforcement agencies representing all areas of the state. This committee met in January to review and finalize the task list and a survey was sent to a random selection of patrol officers and patrol sergeants. At the end of May, there will be a meeting with DCJS representatives and training officers of two different agencies to discuss current performance outcomes and compare them with the raw task list to ensure that everything identified as a minimum standard is taught. A final report will be prepared and presented to the CJSB.

Regulations Update

Mr. Smith also gave an update on regulations. Representatives from DCJS met with the previous administration's policy office to discuss pending regulatory actions. The administration indicated they had some concerns regarding the composition of the regulations and the oversight authority provided by the regulations. DCJS has drafted a series of regulatory amendments to address these concerns. No action is necessary from the CJSB at this time. The CJSB will be asked review and approve the final regulations at a future meeting.

VIII. Public Comment

No new public comment was brought before the CJSB for discussion at this meeting.

X. Next Meeting

Chairman Chapman thanked members and guests for attending the meeting and stated that the next meeting was scheduled for June 14, 2018, at 11 a.m.

XI. Adjournment

A motion was made by Superintendent Russell to adjourn at 12:18 p.m. The motion was seconded by Chief Wright. The motion was unanimously passed.