

Commonwealth of Virginia
PRIVATE SECURITY SERVICES ADVISORY BOARD

June 4, 2013

Quarterly Board Meeting Minutes

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Call to Order

Page 1 of 9

At 10:05 AM, Chairman Paul Ellis called the quarterly meeting of the Private Security Services Advisory Board (PSSAB) to order. Roll call taken and a quorum of members were present. The meeting having been duly convened was ready to proceed with business.

Roll Call

Chairman Ellis asked Brenda Cardoza to call roll. Ms. Cardoza proceeded with roll call and advised there was a quorum of members present.

Present

Chairman Paul Ellis, Vice Chairman Frank Phillips, Secretary Mary Kay Wakefield, Charles Ciccotti, Robert Clark, Kevin Hodges, Stokes McCune, Seth Oginz, Daniel Schmitt, Thomas Springs II, Thomas Turner, James Washburn Jr.

Absent

Craig Branch, Gary Ford and John Hall (members provided notification that they would not be in attendance prior to the meeting).

Approval of the Agenda

Chairman Ellis called for a motion to be made to approve the meeting agenda. Whereas a motion to approve the agenda was made by Daniel Schmitt and seconded by Frank Phillips, it was unanimously approved.

Approval of the Minutes

Chairman Ellis called for a motion to be made to approve the minutes from the March 8, 2013 quarterly Board meeting. Whereas a motion to approve the minutes was made by Kevin Hodges and seconded by Thomas Turner, it was unanimously approved.

Guest Speaker

Vice Chairman Phillips welcomed and introduced guest speaker Honorable Robert L. Bushnell, Henry County Commonwealth's Attorney; and Criminal Justice Service Board (CJSB) Vice Chairman.

The Honorable Robert L. Bushnell reflected on how and why the CJSB was put in place and how and why the CJSB is so critical to so many including private citizens, public law enforcement, and the private security sector. The following brief summary of information was presented:

In 1981 the General Assembly enacted §9.1-108 which create the Criminal Justice Services Board (CJSB). The function of the Criminal Justice Services Board is to serve as the policy making body for the Department of Criminal Justice Services, to direct the Department and to carry out the responsibilities assigned to it under Chapter 1 of Title 9.1 of the *Code of Virginia* (Sections 9.1-100 et seq.). The CJSB also, serves an appeal. The Department duties are staggered per the statutes that create it-§ 9.1-102.Powers and duties of the Board and the Department.

The CJSB is very important to so many because the Department regulates the occupations and professional activities of thousands of Virginia citizens. The Department is relied upon to protect the citizens of the Commonwealth. Therefore, there must be regulations in place that do not compromise or betray the public's trust. It is very important to have a strong voice on the CJSB representing the PSSAB.

Effective June 30, 2013, the Honorable Robert L. Bushnell will finish his eight year tenure with the CJSB per the bylaws.

Committee Reports

With no committee meetings conducted, the Board moved on with no objections.

DCJS Report

The DCJS report was preceded by Division Director Teresa Gooch's announcement of the Department's organizational change. The Division of Law Enforcement and the Division of Regulatory Affairs have been combined as The Division of Law Enforcement and Security Services of which Ms. Gooch is the Division Director.

Lisa McGee, Regulatory Manager presented the Department's Report. Mrs. McGee provided a status update on the amendments to the Regulations Related to Private Security Services. The following amendments to the Regulations Related to Private Security Services were adopted by the Criminal Justice Services Board on May 9, 2013. The industry will be noticed of the effective date.

□Amend to read: 6VAC20-171-460. In-service training exemption.

Persons who have completed training which meets or exceeds the compulsory minimum training standards promulgated by the board for the in-service training required for the individual's particular category may be authorized credit for such training, provided the training has been completed within [~~12~~ 24] months of the expiration date of the registration period during which in-service training is required. Such training must be provided by a third party organization category. Official documentation of the following must accompany the application for in-service training credit:

1. Information regarding the sponsoring organization, including documentation regarding the instructor for each session; [~~and~~]
2. An outline of the training session material, including the dates, times and specific subject matter [~~;~~ and]
3. Proof of attendance and successful completion.

□Amend to read: 6VAC20-171-470. Prior firearms training exemption.

Persons having previous department-approved firearms training may be authorized credit for such training which meets or exceeds the compulsory minimum training standards for private security services business personnel, provided such training has been completed within the 12 months preceding the date of application. Official documentation of the following must accompany the application for partial [~~in-service~~] training credit:

1. Completion of department-approved firearms training; and
2. Qualification at a Virginia criminal justice agency, academy or correctional department.

These amendments were requested by the industry and supported by the department. They will allow for the approval of training exemptions for in-service training taken within the 24-month registration period and allow for partial training exemptions for entry-level firearms training or range qualification.

Regulatory Affairs News Bulletin and Annual Statistics:

Ms. McGee reviewed the statistical data on the latest Regulatory Affairs News Bulletin which included statistical data on applications processed by license type, application intake, credentials issued, and criminal history related statistics. The Bulletin also includes statistics in reference to investigations and adjudication of cases. The Regulatory Affairs News Bulletin is available on the Department's website at www.dcjs.virginia.gov/pss/.

Compliance and Enforcement 4th quarter 2012

There were 99 newly opened investigative cases. The Enforcement Unit completed 175 investigations. The Department closed a total of 210 cases of which 83 were founded and 127 unfounded.

Compliance and Enforcement 1st quarter 2013

There were 83 newly opened investigative cases. The Enforcement Unit completed 74 investigations. The Department closed a total of 125 of which 67 were founded and 58 unfounded.

Training

Marie Baugh, Training Coordinator will revive the Instructor Newsletter. The upcoming training schedule is listed below; it can also be accessed on the department website at: www.dcjs.virginia.gov/pss/training/dcjs/dates.cfm.

- 07/16/ 2013- Compliance Agent Training-Entry Level at the Virginia Beach Sherriff's Office Training Academy
- 7/17/13 - 13I: Private Security Instructor In-Service - Virginia Beach Sheriff's Office Training Academy

- 7/18/13 – Compliance Agent In-Service - Virginia Beach Sheriff's Office Training Academy
- 8/13/13 - Instructor In-Service - Rappahannock Regional Criminal Justice Academy
- 8/14/13 - 12I: Compliance Agent In-Service - Rappahannock Regional Criminal Justice Academy

ROCS

Dennis Harrell, IT Manager for the department, provided an update on ROCS. On March 18, 2013 the Department met for the kickoff of the ROCS2 Project to find a replacement for the failing ROCS. A formal team and Critical Path Schedule (CPS) were created. The team is meeting bi-weekly to discuss status, red flags, end users input and things to do list.

The overall scope of this project is to define the functional requirements and procurement of a solution that provides a single integrated application approach that will allow the Department to completely replace the legacy systems (Sherlock, Osprey) and the current My License software. The Department is looking at a completion/go live (after undergoing several levels of testing to include the end users) target date of June 2014.

Licensing and Customer Service - Neadie Moore, Manager

Ms. Moore advised that additional staff were hired to assist with application processing and that the registration and licensing section are currently up-to-date. Ms. Moore encouraged the use of the latest revised forms located at <http://www.dcjs.virginia.gov/forms>. Ms. Moore also provided the following:

- Training School Directors and Compliance Agent can no longer verify legal presence. Proof of legal presence must be submitted with the fingerprint processing application. Acceptable Documents for Verifying Legal Presence/Name Change can also be found at the link above.
- When calling DCJS' customer service line please listen carefully as the menu has been changed. There are options to select which will forward calls directly to dedicated program specialists.
- The property Bail Bondsman report has been revised and will be mailed out with instructions to property bail bondsmen.

New Business

Criminal Justice Services Board Report - Charles Ciccotti

The CJSB Nomination Committee met on May 29, 2013 and fully evaluated all applicants for the vacant PSSAB positions and will make its recommendation to the full Board for final appointment to the PSSAB. The CJSB will make appointments to the PSSAB not later than the June 13, 2013 CJSB meeting.

Break

At 11:20AM, the Board recessed for a break.

Call to Order

At 11:30AM, the Board was called to order with all members present.

Old Business**Special Conservator of the Peace (SCOP) – Contract Services – Frank Phillips**

The official opinion from the Attorney General's Office on the matter, on whether or not the Code of Virginia prohibits a private security services business from providing SCOP services for-profit, is that it is legal to do so.

On May 20, 2013 individuals from the industry met with representatives of the Department to further discuss issues concerning the SCOP program. To obtain a copy of the meeting minutes please submit your request to Vice Chairman Frank Phillips at fphillips@goldensealenterprises.com.

The next SCOP meeting is scheduled for June 24, 2013 at the Department of Criminal Justice Services, 12th floor, 1100 Bank Street, Richmond, Virginia 23219. The meeting is scheduled for **10:00 A.M. – 12:00P.M.** Please email any questions or comments that you would like to be presented at this meeting to Tom Turner at Turner@Roanoke.edu.

Tom Turner

Mr. Turner is not in support of giving a badge, a gun, or arrest authority to individuals with the minimally required training hours. There are several gray areas of interpretation throughout the SCOP program. There is a place for the SCOP program in the public safety arena in the Commonwealth of Virginia. Do not let the issues define the entire program; take a look at what is, and what is not working.

The SCOP is the only program regulated by the Department that involves a circuit court judge appointment. The program should be looked at as a law enforcement function as opposed to a private security services business.

Personal Protection Specialist (PPS) Brochure

The Department has given the final go ahead for printing and distribution of the brochure "What You Should Know... Before Providing or Contracting PPS Services in Virginia". It will be posted on the DCJS website and copies will be made for distribution.

Private Security Services Advisory Board Newsletter

At the March 8, 2013 quarterly PSSAB meeting, it was resolved that publication of the newsletter should occur within the ten day period following a PSSAB quarterly meeting and to give final approval authority for the newsletter to the PSSAB Chairman and Vice Chairman. The newsletter is on target for release.

Harold McCann Award

Applications for the award will be accepted by the Board January 1 through November 30. The Board will review nominees and choose a recipient at the December PSSAB meeting. The PSSAB will establish an Awards Subcommittee. Craig Branch will be appointed Chair of that subcommittee. The Board has asked Martha Clancey to put together the historical process.

Once everything is finalized with the committee and the documents are received by the Department, the Department will post the nomination package and as they are collected will forward to the PSSAB.

Virginia Crime Clinic Update

The Department of Criminal Justice Services is proud to announce "Partnering to Protect: Law Enforcement and Security Services Protecting our Communities", a joint partnership with the Virginia State Crime Clinic. This year's 48th Annual State Crime Clinic Training Conference will be held at Sheraton Norfolk Waterside Hotel in Norfolk, Virginia, from Wednesday, September 18, 2013 to Friday, September 20, 2013. Registration is now open online at <http://www.dcjs.virginia.gov/trainingevents/ps/2013/conference/>.

The keynote presentations will be:

Ethics-Based Leadership: Characteristics of Successful Leaders™

Dr. James T. Reese

Home Grown Violent Extremists (HVE)

Special Agents Jason Freed and William Brown of the Federal Bureau of Investigations (FBI)

The breakout sessions will include the following topics:

- Domestic Violence Lethality Assessments
- Gangs 101
- Human trafficking
- Identifying the Predominant Aggressor
- Legal Updates with John L. More, JD
- Mental Health
- Private Security Workshop
- Security Systems Updates
- Sovereign Citizens

There are more topics to be announced soon. There should be something for everyone.

Intended Audience

This conference is intended for law enforcement officers and those working in the security industry.

Partial In-service Credit

Partial in-service credit for law enforcement officers, campus security officers and private security is available. Legal and cultural diversity credit will also be available.

Marie Baugh in conjunction with Vice Chairman Frank Phillips will conduct a seminar for private security services which will cover best business practices and school director issues.

Electronic Security Symposium/PSSAB Meeting

There is no information available yet.

Locksmith

The Board requested that the Department contact businesses (i.e. Lowe's, AT&T, Verizon, etc.) that are currently exempt from the licensing requirements and provide them with additional detailed information to ensure they are not providing regulated services. The Department has recommended creating a brochure on "What You Should Know about Locksmiths", similar to other informational brochures that can be utilized to educate the general public and businesses.

Electronic Security

A concern was brought up about the registration of electronic security technicians employed by communication companies. Ms. Moore advised that the department has been in receipt of large application packages and these companies seem to be getting their technicians properly registered.

Guest Speaker

It was suggested to select a Board member to bring in the speaker for the next meeting. Tom Turner will invite the next guest speaker.

PSSAB Meeting

Chairman Ellis called for a motion for July 23, 2013 as the next date for the PSSAB meeting. Whereas a motion to hold the next PSSAB meeting on July 23, 2013 was made by Bob Clark and seconded by Frank Phillips, it was unanimously approved by vote.

The election of officers will be conducted at this meeting and the committee meetings will be held on this day as well.

Awards and Recognition

Chairman Ellis recognized Thomas E. Springs, III, Private Investigator Representative for his outstanding and dedicated service to the Private Security Services Advisory Board, July 1, 2012 – June 30, 2013 by presentation of a plaque.

Public Comment

James St. John

Mr. St. John commented on the current Special Conservator of the Peace issues:

1. In working with PSSAB on SCOP issues, make sure suggestions are of solid ground and show concrete numbers of actions taken against SCOPs and not use or rely on the old

studies as current facts. Good public policy is created with concrete data and not antidotes.

2. □ The SCOP is a common-law artifice, it is hundreds of years old and has become a part of statute and is the discretion of the circuit court judge. Judicial input is essential.
3. □ Establish facts of SCOP program. There is one program; however, there are several implementations of the one program. It is important to get the facts correct in the beginning because anything built off of them in the future will be impacted by what was believed to have been the initial facts.

Announcements

The next PSSAB meeting is scheduled for July 23, 2013.

Adjournment

A motion was called for by Chairman Ellis to adjourn. Whereas a motion to adjourn was made by Kevin Hodges and seconded by Charles Ciccotti, it was unanimously approved by vote. The June 4, 2013 meeting of the PSSAB was adjourned.

Meeting Attendees:

DCJS Staff

Drew Molloy, Chief Deputy Director
Teresa Gooch, Division Director
Brenda Cardoza, Programs and Adjudication Specialist
Barbara Drudge, Towing Manager
Dennis Harrell, IT Manager
Lisa McGee, Regulatory and Adjudication Manager
Neadie Moore, Licensing and Customer Service Manager
Robert Tortolani, Adjudication Coordinator

Industry

Brad Hughes	Douglas Snyder
Frederic Pleasants, Jr.	James C. St. John
Pat Moore	Cynthia Washburn



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Garth L. Wheeler
Director

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Criminal Justice Services Board

June 13, 2013

Members Present

Sgt. Carol Adams
Chief Jeffrey Brown
Hon. Robert Bushnell
Mr. Ted Byrd
Mr. Charles Ciccotti
Chief Rick Clark
Sgt. Charles Condon
Judge Sarah Deneke
Hon. Thomas Garrett, Jr.
Mr. Mark Gooch
Hon. Clarence Jenkins
Sheriff Charles Jett,
Chairman
Mr. David Johnson
Mr. Alan Katz
Mr. Edward M. Macon
Senator Henry L. Marsh, III
Hon. Jackson Miller
Ms. Karen Brown for Mr. William Muse
Sheriff Dennis Proffitt
Mr. David Rohrer
Ms. Debbie Smith
Hon. Sherman Vaughn, Sr.
Pastor Aaron Wheeler

Members Absent

Colonel W. Steve Flaherty
Mr. Bobby Russell
Ms. Cookie Scott
Hon. Beverly Sherwood

DCJS Staff Present

Kenny Adcock
Sheila Anderson

Stephanie Arnold
John Colligan
Bruce Crusier
Kassandra Edwards
Demian Futterman
Teresa Gooch
Paula Harpster
Sam Hoffman
Laureen Hyman
Tracey Jenkins
Butch Johnstone
Kathi Lee
Laurel Marks
Joe Marshall
Jim McDonough
Lisa McGee
Donna Michaelis
Drew Molloy
Carol-Lee Ralmo
Heather Smolka
Albert Stokes
Kristina Vadas
Janice Waddy
Mary Wilson
Lloyd Young

Others Present

Kevin Appel, ACJJ
Chief Craig Branch,
Germanna Community
College Police Department
Antonio Sutton, ACJJ
Mary Kay Wakefield
Dan Schmitt, PSSAB
Tom Cleath, VSCC

www.dcjs.virginia.gov

Criminal Justice Service Board • Committee on Training • Advisory Committee on Juvenile Justice
Advisory Committee to Court Appointed Special Advocate and Children's Justice Act Programs
Private Security Services Advisory Board • Criminal Justice Information Systems Committee

I. Call to Order

Chairman Charles Jett 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.

Chairman Jett reminded guests to please sign the attendance sheet for the purpose of the minutes and asked the Board members to state their name when making a motion or seconding, to speak clearly for the purpose of the minutes and to check that their microphone was turned on at their seating area. He further reminded staff/persons speaking from the floor to step up to the podium and speak into the microphone for the purpose of the minutes.

Chairman Jett then asked Ms. Laureen Hyman to take the roll call. Ms. Hyman stated that there was a quorum with 21 members present.

II. Approval of Minutes from Last Meeting

Chairman Jett then called for a motion to approve the minutes of the May 9, 2013, meeting. Mr. Mark Gooch made the motion, and Chief Rick Clark seconded the motion. Chairman Jett stated that it had been motioned and seconded that the Board approve the minutes of the May 9, 2013, meeting with no corrections, additions, or deletions.

III. Director's Report

Chief Deputy Director Drew Molloy gave the Director's report to the Board.

Mr. Molloy noted that at the last meeting it was mentioned that DCJS had created a task force to help take a look at the laws governing Special Conservators of the Peace (SCOPs), the way they're appointed and their authority. The group had its first meeting on May 20th and will meet again on June 24. It is hoped that DCJS will get a bigger picture of the current situation with respect to SCOPs and possibly develop legislative proposals to clarify their authority and their relationship with law enforcement.

The process of developing the state's next biennial budget has begun. We'll be working through steps laid out by the Department of Planning and Budget that will ultimately lead to creation of the biennial budget the Governor will submit to the General Assembly late this year. This will involve reviewing our current operations and responsibilities, and determining what the agency's priorities will be for the 2014-16 biennium.

DCJS has just submitted our application for the next round of Byrne Justice Assistance Grant Program (JAG) funds. We applied for federal FY'13 funds, just over \$3.4 million which is about 6% lower than our federal FY'12 allocation. Details are not yet available, but we expect similar reductions in the other federally funded grant programs we manage.

If all goes well, the Bureau of Justice Assistance will actually award the JAG funds we've just applied for by mid-summer; and we anticipate using them to make grants next year.

IV. Advisory Committee on Juvenile Justice

Mr. Antonio Sutton reported from the Grants Subcommittee of the Advisory Committee on Juvenile Justice which met on May 22, 2013. The subcommittee considered both continuation grants and new grants.

The subcommittee reviewed 9 projects eligible for continuation funding under Title II Juvenile Justice funds. One Byrne/JAG project eligible for continuation was also reviewed. All eligible continuation sub-grantees are in compliance with reporting requirements and progressing with their projects. The first recommendation of the subcommittee is to fund all ten continuation applications as requested for:

- \$413,101 total in federal Title II funds, with matches totaling \$162,189
- \$69,681 in Byrne/JAG funds, with a match of \$3,667

The subcommittee also reviewed staff recommendations for select Byrne/JAG Equipment grants. As you may know, requests for these funds totaled \$4.8 million dollars for approximately \$800,000 available.

The ACJJ Grants Subcommittee considered staff recommendations for Byrne/JAG applications pertaining to juvenile issues only. There were 19 such applications considered, with a total amount requested in federal funds of \$351,720. Staff recommended funding five of the applications, for \$71,570 in federal funds, with a match of \$7,875, for a total of \$79,445.

The ACJJ Grants Subcommittee concurred with the DCJS staff recommendations to fund the 13 continuation applications and three new applications as requested, and to deny four new grant applications as indicated in your summaries.

Sergeant Adams made the motion to approve the recommendations of the ACJJ, Mr. Vaughn seconded the motion. **Recusals:** Mr. Gooch for DJJ, Mr. Katz for the Attorney General's Office, Mr. Macon for the Supreme Court, Mr. Condon for Virginia Beach, Mr. Bushnell for Piedmont CASA, Inc., Judge Jenkins for the Supreme Court and for the City of Richmond, Sergeant Adams for the City of Richmond.

V. **Corrections Subcommittee**

Sergeant Adams reported from the Correctional Services Subcommittee which met on Monday, June 3, 2013, at 9:30 a.m.

The subcommittee was convened for the purpose of reviewing nine (9) PAPIS grants, fifteen (15) new equipment requests under the Byrne/Justice Assistance Grants (JAG) funding stream and a CCCA funding update.

The Corrections subcommittee concurred with the DCJS staff recommendations for funding all five (5) continuation Byrne grants and for funding nine (9) PAPIS grants based on the numeric score assigned to those recommended for funding by Corrections staff.

A motion was made by Sergeant Adams that the Board approve the recommendations of the Corrections subcommittee for funding all five (5) continuation Byrne grants in the amount of \$335,782 in federal funds and for funding nine (9) PAPIS grants in the amount of \$2,247,546 in state funds. Mr. Ciccotti seconded this motion. **Recusals:** Sheriff Proffitt for Chesterfield County, Mr. Condon for Virginia Beach.

VI. **Law Enforcement Subcommittee**

Chief Clark reported from the Law Enforcement Subcommittee of the Criminal Justice Services Board (CJSB) which met on Monday, June 3, 2013, at 10:00 a.m. at the Department of Criminal Justice Services.

The committee considered Internet Crimes Against Children (ICAC) grants, both new and continuation. Staff provided information on a new, non-competitive ICAC grant. Staff recommended that the grant be awarded to the Department of State Police for the Northern VA ICAC Task Force and the Bedford County Sheriff's Office for the Southern VA ICAC Task force \$485,000 each. The subcommittee voted to approve DCJS recommendations that State Police and Bedford County administer and distribute state funding to their respective law enforcement affiliates for allowable ICAC related project needs.

The subcommittee considered five ICAC applications for continuation funding. The subcommittee recommended that four applicants be funded at the requested level and one applicant be funded at a reduced level for a total of \$329,917.

Subsequent to the April 30th meeting of the subcommittee, staff noticed administrative errors on two Byrne JAG applications for new projects. One for Grayson County and the other for National Center for State Courts, and requested time to review applications again. After the review, the subcommittee reconsidered these two applications and recommended that the National Center for State Courts 12A29011AD12 not be funded and that the Grayson County grant 12A2882AD12 receive \$28,200 in JAG funding.

The subcommittee also recommended JAG funding in the amount of \$24,560 to the Town of Christiansburg to continue its CHRI project.

In the fall of 2012, DCJS announced the availability of JAG one time equipment funds for Law Enforcement, Juvenile Services, Victims Services and Corrections related projects. The total amount of funds available for award is \$800,000. The subcommittee considered 161 applicants for law enforcement related projects, funding requests totaled \$3,939,972. The subcommittee recommended 25 applicants be funded at the requested level, for a total of \$651,474 in JAG funding for law enforcement related projects.

The 2013 Virginia General Assembly placed state funds in the School Resource Officer (SRO) grant fund. Subsequent grant solicitation funding could be requested for salary and benefits for a full time SRO or School Security Officer (SSO) to be assigned to an elementary, middle or high school where no current position exists. Note that this solicitation marked the first time funding could be requested for SROs or SSOs at elementary schools. Grants of up to \$50,000 per SRO position and \$22,000 per SSO were allowable. The total amount of funds available for this award was \$1,291,000, 69 applications from 37 localities were considered. All applicants requested funding for SRO positions *not* SSO positions. In assessing applications staff considered the thoroughness and local need detailed in applications, as well as distribution of funding across Virginia.

The subcommittee recommended that 35 applicants be funded at the requested level and four applicants be funded at a reduced level for total of \$1,284,119 in state funding.

A motion was made by Chief Clarke to approve the recommendations of the subcommittee. The motion was seconded by Mr. Vaughn. **Recusals:** Mr. Mark Gooch for DJJ, Judge Jenkins for the Supreme Court, Mr. Macon for the Supreme Court, Mr. Chip Condon for Virginia Beach, Mr. Jeff Brown for Christopher Newport University and Sheriff Jett for the Stafford County SRO grant.

Mr. Bushnell noted that Tazewell County Sheriff's Office submitted three grants that were all recommended for not being granted funding. However, the Tazewell Town Police Department is requesting a grant that is being recommended for approval. Mr. Bushnell

asked for clarification of this scenario. Ms. Shelia Anderson of DCJS responded that scores were given to all grant requests during the review and, due to a limited amount of funding, only those applications with the highest scores were chosen. There were some minor technical infractions with the Sheriff's Office grants that lowered their score and made them ineligible.

Sheriff Jett took a moment to thank those General Assembly members present for their support of the School Resource Officer Grant –an initiative of the General Assembly this term. The funds will be well used.

VII. **Nominations and Appointments Subcommittee**

Mr. Ciccotti reported from the Nominations and Appointments Subcommittee of the Criminal Justice Services Board (CJSB) which met Thursday, April 30, 2013, at 10:00 a.m. at the Department of Criminal Justice Services.

The Criminal Justice Services Board (CJSB) has the authority to appoint members to the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act Programs (CASA/CJA). The following nominees for reappointment to the CASA/CJA Advisory Committee are:

- **Donna Gilles – Representative Serving Children with Disabilities**
for a four-year term beginning July 1, 2013
- **Viola Vaughan-Eden – Mental Health representative**
for a four year term beginning July 1, 2013
- **Rita Katzman - Child Protective Services State Representative**
Please note that the Advisory Committee by-laws allow for this member, representing the Commissioner of the Virginia Department of Social Services, to serve without term limits; therefore, the subcommittee acknowledges Ms. Katzman's ongoing appointment.

Mr. Ciccotti made the motion to approve the recommendations from the Nominations and Appointments subcommittee to reappoint the above individuals to the CASA/CJA Advisory Committee. Mr. David Johnson seconded the motion.

There are six vacant positions on the Private Security Services Advisory Board (PSSAB). Nine applications were received. The Nominations and Appointments subcommittee recommended that the following individuals be appointed to PSSAB:

Effective July 1, 2013, there will be six (6) vacant positions on the Private Security Services Advisory Board. The Nominations Appointment subcommittee received a total of nine (9) applications, one each for Electronic Security Business Representative and Personal Protection Specialist Representative, and three (3) for Private Investigator Representative and four (4) for Private Security Services Business Representative. Each applicant was evaluated and based on the evaluation the Nominations and Appointments subcommittee presented the Criminal Justice Services Board their recommendations for the PSSAB vacancies in the areas as follows:

1. Electronic Security Business Representative – recommended that the Criminal Justice Services Board re-appoint Mr. Seth P. Oginz for a 2 year term expiring June 30, 2015.
2. Personal Protection Specialist Representative –recommended that the Criminal Justice Services Board re-appoint Mr. Frank A. Phillips for a 3 year term expiring on June 30, 2016
3. (2) Private Investigator Representatives - recommended that the Criminal Justice Services Board re-appoint Mr. Charles E. Ciccotti for a 3 year term expiring on June 30, 2016 and appoint Ms. Amy Lockhart for a 1 year term expiring June 30, 2014.
4. (2) Private Security Services Business Representatives - recommended that the Criminal Justice Services Board re-appoint Mr. Robert L. Clark for a 3 year term expiring June 30, 2016 and re-appoint Mr. Daniel J. Schmitt for a 3 year term expiring June 30, 2016.

A motion was made by Chief Brown and seconded by Mr. Rick Clark to fill the vacancies on the PSSAB with these individuals as recommended. **Recusals:** Mr. Charles Ciccotti

VIII. Victims Services Subcommittee

Ms. Smith reported from the Victims Services Subcommittee of the Criminal Justice Services Board (CJSB) which met on June 4, 2013. The subcommittee met to review:

- FY2014 and FY2015 Sexual Assault Grant Program (SAGP) Grants;
- Sexual Assault Services Program (SASP) Grants for 7/1/13-12/31/13;
- Byrne Justice Assistance (Byrne JAG) Program Grants, and;
- Byrne JAG Equipment Grants.

Described below are the subcommittee's recommendations related to each program area:

With regard to FY2014 and FY2015 Sexual Assault Grant Program (SAGP) Grants, the Sexual Assault Grant Program currently provides funding to all Sexual Assault Crisis Centers, statewide. There are two funding sources, federal Victims of Crime Act (VOCA) funds and state General Funds. Grants are made on a two-year cycle; FY2014 is year one of the cycle. Although the federal VOCA Fund amount is not yet available, it is anticipated that at the very least DCJS will receive level funding to last year's VOCA allocation amount.

Pending the actual VOCA Fund award amount, DCJS staff and the Subcommittee members recommended awarding \$3,402,161 in FY2014 to support 37 applicant programs. For FY2015, DCJS staff and the Subcommittee members recommended awarding \$3,401,698.

A motion was made by Ms. Smith that the Board approve awards of a total of \$3,402,161 in FY2014 and \$3,401,698 in FY2015 to 37 applicants as detailed above. The motion was seconded by Mr. Bushnell. **Recusals:** Mr. Dave Rohrer for Fairfax, Byrne/JAG and Sexual Assault grants, Judge Jenkins for YWCA Richmond, Sergeant Adams for Safe Harbor, YWCA James House of Richmond, Mr. Katz for grants to the Attorney General's Office, Mr. Bushnell for Citizens Against Family Violence, and Sheriff Jett for SAGP grant for Rappahannock Council on Sexual Assault and SASP grant for Rappahannock CASA.

Mr. Bushnell asked why the grant cycles are being switched from Fiscal Year to Calendar Year, and if it was at the request of the grantees to accommodate. Ms. Kristina Vadas of DCJS explained that the federal reporting is on a Calendar Year cycle and it is more complicated to do reports for both DCJS staff and grantees. Input has been received from subgrantees that it would be better to stagger grants so they wouldn't have to both apply for SAGP and SASP grant at the same time.

Sheriff Jett thanked all DCJS staff for their hard work regarding these grants and thanked the board members serving on the subcommittees as well.

IX. DCJS Gang Reduction and Intervention Program (GRIP)

Mr. Albert Stokes, GRIP Coordinator from DCJS introduced Mr. Ray Colgan, the Executive Director of the Northern Virginia Regional Gang Task Force, Mr. Ed Ryan, GRIT, Fairfax, Ms. Meredith McKeen, Northern Virginia Family Services, and Mr. Mike Mackey, GRIP Coordinator.

The Northern Virginia Task Force is a DCJS grantee formed on a federal grant sponsored by Congressman Wolfe in 2003. The Northern Virginia Task force encompasses every city and town in the northern region, and State Police in one form or another. Have also worked with FBI, ATF, and DEA. Some of the gangs that have been identified as being in Northern Virginia include MS13, 18th Street, Bloods, Asian Dragon, and more. Each jurisdiction also has a GRIP team. There are both intervention and prevention programs including the Summer Jobs program, reentry and home probation visits – all of these are DCJS grants that end September 2013. Senator Reeves sponsored a bill to allow regional task forces to use drug seizure money for paying for staff who are not supported by a jurisdiction. It did pass, Mr. Colgan hasn't made a request for funding from this money for this year as localities are chipping in to pay for the task force staff for this year.

Mr. David Rohrer commented that he has been involved with this task force since its inception and this program really does work. A lot of young girls are being victimized and this program is helping to put an end to that.

Delegate Miller also commented that Mr. Ray Colgan used to work under him as a Prince William County Police Officer and he knows how to motivate and get the best out of detectives.

Sheriff Jett thanked everyone for their leadership and dedication to this cause.

X. Report of Officer Decertification

On April 25, 2013, DCJS received notice from Colonel W.S. Flaherty of the Virginia Department of State Police requesting the decertification of former Trooper Christopher Allen Carson due to his guilty plea on felony charges for *Command or attempt to persuade a child under the age of thirteen to commit a felony*. A registered letter per code (§ 15.2-1707) was sent to Mr. Carson advising him of the request of his decertification and the steps for an appeal that must be acted on within 30 days of receipt of this notification or he will be automatically decertified as a law enforcement officer in the Commonwealth. DCJS received notice on May 9, 2013, that the registered letter had been received and on June 10, 2013, after no appeal, he was decertified as a law enforcement officer. All required entries were completed within Trex and the National Decertification Index.

Copies of the registered letter were sent to Colonel W.S. Flaherty of the Virginia Department of State Police, Sheriff Charles Jett, Chair, Criminal Justice Services Board and Teresa Gooch, Director, Division of Law Enforcement (DCJS)

XI. Old/New Business

Certificates were awarded to Board members whose terms have expired: Mr. Bushnell, Sergeant Condon, and Mr. Vaughn. They were thanked for their many years of dedication and service on the Criminal Justice Services Board.

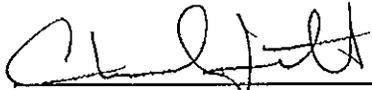
Mr. Kevin Appel, the Chairman of the Advisory Committee on Juvenile Justice, which the Criminal Justice Services Board oversees, was also awarded for his work while serving on the Advisory Committee.

XII. Next Meeting

Chairman Jett thanked Board members and guests for attending the meeting and stated that the next meeting was scheduled for September 12, 2013, at 11:00 a.m. in House Room D of the General Assembly building.

Mr. Bushnell, Sergeant Condon and Mr. Vaughn made the motion to adjourn the meeting. The meeting was adjourned at 12:35 p.m.

Approved:



Sheriff Charles Jett, Chairman