



## Committee On Training

James Monroe Building  
Conference Rooms D & E  
101 North 14<sup>th</sup> Street  
Richmond, VA 23219

### MINUTES

October 27, 2022

#### Members Present

Colonel William Smith  
Captain Cliff Kincaid  
Mr. Eddie Macon  
Chief Jeffery Katz  
Chief Maggie DeBoard  
Mr. Lamont Carrington  
Ms. Mary Biggs  
Sheriff C. Balderson  
Mr. Michael HuYoung  
The Honorable Anthony Williams  
Mr. Tim Coyne  
Ms. Renee Maxey  
Sheriff Michael Chapman

#### Members Absent

Mr. Bryan Porter  
Mr. Jagdish Katyal  
Officer Bennie Evans  
Ms. Sessa Joi Moon  
Ms. Ashley Waddell  
Ms. Ebony Clark

#### CRC Members Present:

Director Mike Harvey, Rappahannock Regional Criminal Justice Training Academy  
Major Tracy Stancil-Purches, Richmond Sheriff's Office Training Center  
Colonel William Smith, Western Tidewater Regional Jail  
Mr. Mozett Petway, National Association for the Advancement of Colored People  
Captain Duane Amos, Franklin County Sheriff's Office

#### 1. Call to Order.

Colonel Smith called the Committee on Training (COT) meeting to order at 9:30 A.M.

#### 2. Old Business.

There were no items of old business for this informative meeting

#### 3. New Business: Training Standards Presentation and Review – Lois Kinch and the Jail/Civil Process/Courtroom Security CRC

- Ms. Lois Kinch, DCJS Training Standards Coordinator, thanked the COT members for attending and advised everyone that members of the CRC are present for questions or the justification for why revisions made
- Lois began going through the PowerPoint presentation explaining the changes to the jailor compulsory minimum training standards at approximately 0935; Discussed Force Concepts being hired and a JTA conducted earlier this year

- Lois advised we will be going category-by-category today to see if any COT members have questions or need clarification on revisions made to the training standards
- R. Maxey asked about Performance Outcome (PO) 1.1 and whether CRC meant “inspection”
  - M. Harvey spoke about written objectives being changed to practical’s so that they can visually inspect uniforms
- E. Macon commented on PO 1.6 and suggested that Court of Appeals and Supreme Court of Virginia be listed under State System; Also advised it should state “District Courts” and then list General and Juvenile and Domestic Relations and that juries section should also fall under the state system
  - Made note and will discuss with CRC after the meeting
- Chief DeBoard suggested getting rid of verbs in PO 1.2.3.1 for better consistency, but has no issue with the particular content
- Mr. HuYoung advised that most attorneys do not know all of this information and was surprised to hear that all jail officers are taught this
- E. Macon commented on a lack of information on ADA compliance and given recent DOJ settlements, believes it should be included; Thinks it should be addressed in PO 2.1
  - Will add Civil Rights Act and/or “including applicable federal law” verbiage
  - Mr. HuYoung advised he would like the Virginia Constitution also mentioned; Will bring to Legal SMEs for input
- E. Macon suggested adding “Prohibition” to “Writ of Mandamus; Mr. HuYoung agreed it is appropriate because the two often go together
- Lois asked for questions and/or suggestions about the Communications category at approximately 1000
- E. Macon advised he would like to see how the person would like to be addressed and/or their preferred communication
  - M. Harvey advised he actually utilizes an instructor who is hearing impaired to teach about this at RRCJA
  - E. Macon ok with this, as long as some ADA training is included somewhere in the standards
  - Mr. HuYoung suggested making language parallel to Code, where it allows for changes to be made in the future
- E. Macon suggested (on pg. 160 of the document) “from or relating to” inmates in PO 3.7; Group discussed
- R. Maxey asked for clarification on PO 4.1.7 re: what constitutes an emotional illness
  - M. Harvey advised it may not be diagnosed
  - Colonel Smith advised it may be behavioral issue triggered by emotion/emotional state
  - After group discussion, decided to add “behavior” to PO
  - Mr. HuYoung asked if suicidal verbiage was needed
  - M. Petway advised it may not be a disciplinary issue
- E. Macon brought up PO 4.15 and suggested adding information about special justices
  - Major Purches spoke about special justices in Richmond City
  - Although utilized infrequently around the state, group thought it would be good information to include in the Lesson Plan Guide
- Mr. HuYoung asked about PO 4.15.1 and what is considered “abnormal behavior;” Colonel Smith gave examples and the group reviewed the Lesson Plan Guide content for further clarification
- Discussed if there was a particular statute noting substance abuse is now defined as a mental illness; Will look into after the meeting
- Mr. HuYoung asked about including information/definition of ECO/TDO

- M. Harvey advised they kept it vague because mental health commitment orders are constantly changing in the legislature
- Mr. HuYoung asked about officer/deputy and patrol officer verbiage being used in PO 4.16 in Training Objective #2
  - Lois changed the error in the room
- Chief DeBoard asked about what “problems in the jail” are defined as and/or what this means
  - M. Harvey spoke about it possibly fitting better in Operations category rather than Investigations
  - Colonel Smith advised investigations in the jail may not always be criminal in nature
  - Major Purches thinks this should be included as listed
  - Chief DeBoard thinks there should be more discussion (at least in the LPG) of when the “flip” happens from a typical investigation to a criminal investigation, (i.e., a broken pipe, toilet, etc.); Acknowledged M. Harvey’s point of all procedures being different depending on facility and circumstances of issue/problem
  - M. Harvey suggested that an easy solution is just to state “turn all problems over to supervisor”
  - M. Biggs asked if a timeframe for advising officer’s supervisor applies; Colonel Smith advised it depends what the issue at-hand is and could add language “Follow departmental policy”
  - Lois suggested addressing this in Field Training because it is policy-driven
- Mr. HuYoung asked if all jails have 24/7 medical staff; Group advised they do not
- Moved on to Defensive Tactics/Use of Force category at approximately 1047
- Chief DeBoard brought up PO 6.1 and the “dangers of shooting;” Advised she didn’t like this wording and suggested replacing with “difficulties” because all shootings are inherently dangerous; Advised this should be fundamental
  - Chief Katz advised best practices indicate that shooting from a stationary position shouldn’t ever be done
  - Capt. D. Amos advised wanting this to run parallel to the approved LE standards for consistency
  - Chief DeBoard stated that she would’ve wanted to revise this in LE standards if she were a part of that work group
  - M. Petway offered using the language “be aware of” as an alternative
  - M. Harvey advised it will be further flushed out in the Uniform Lesson Plans
- Chief Katz asked if the COT will have eyes on the Uniform Lesson Plans or will be bypassed
  - Harvey Powers spoke about lesson plans being disseminated to all academies and that the volume of the material is substantial; Chief Katz would like to see information
  - Mr. HuYoung asked if a link could be provided so that the group can view the material electronically
  - H. Powers discussed the waiver process still under development and will be presented at December COT meeting
- Sheriff Balderson advised the wording for this particular PO could be “discharge a firearm” rather than “shooting”
- E. Macon advised the PO 6.17 should be changed to “a” rather than “the”
- Mr. HuYoung wanted clarification on less lethal
  - L. Carrington discussed the difference and how less lethal options could turn lethal if performed incorrectly
- Group took at a 10-minute break at 1103
- E. Macon had question about the wording of PO 6.19 and believes it doesn’t sound like an outcome of training

- Lois suggested replacing with “Conduct;” Made changes in the room
- Judge Williams asked about UOF continuum language and why it was stricken
  - Chief DeBoard advised it is antiquated language
- Lois went over the changes in Firearms/Weapons Use from LE at the request of Chief DeBoard who was not familiar with approved LE revisions
- Group had discussion about the use of a handheld flashlight for the new lowlight course of fire; Chief DeBoard and Chief Katz disagree with what the COT passed last year
- Mr. HuYoung asked about officers being allowed to carry off-duty/concealed and then asked about vehicle maintenance for every agency
- M. Harvey spoke about currently optional Driving category which will now be mandated (though not as robust as LE)
- Group discussed new Officer Wellness category at approximately 1137 and how hours required for physical activity were trimmed down to 30 from LE standards
- E. Macon had a question about suicidal ideation and suggested adding language “respond to”
- Chief DeBoard advised she didn’t like the verbiage in PO 9.4 #3 because how is one prepared?
  - Suggested adding passive and active suicidal ideation because of the distinct difference
  - Also suggested adding content to the LPG about identifying the warning signs of both
  - After discussion, struck through “within the agency” verbiage in 9.4.1 and #1 in the LPG
  - Chief DeBoard advised this category needs to be worked on and should consult various SMEs re: officer suicide, officer wellness, etc.; Asked about sending to DBHDS
    - Will send recommendations for SMEs to Lois after the meeting
- Moved onto Field Training category at approximately 1147
- Chief DeBoard asked about the average number of hours
  - Colonel Smith advised a survey was conducted and how we came up with 120 hours to be appropriate
- Lois asked if there was any public comment at 1152
  - One individual via Zoom asked about obtaining the JTA results that Lois spoke about early in the meeting and how she would like to see annual wellness reviews for veteran officers as well; Will email Lois after the meeting with her contact information
- Colonel Smith thanked the CRC members for their hard work this year to revise these standards and for being present today
- Next meeting will be December 8, 2022 where a formal vote on these standards will take place
- **Next Meeting.**  
The next meeting is December 8, 2022 at 10:00 A.M.
- **Adjournment.**  
Colonel Smith adjourned the meeting at 11:88 A.M.

Approved: \_\_\_\_\_

Chair

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Date