



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

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Criminal Justice Services Board Grants Committee Meeting

May 7, 2020

Members Present

Chief James Williams
Chief Craig Branch
Ms. Angie Carrera
Sheriff Vanessa Crawford
Ms. Francine Horne
Mr. David Johnson
Mr. Edward Macon
Ms. Victoria Pearson

Members of the public

Jennifer Woods – McGuireWoods
Victoria Young – McGuireWoods
Michele Satterlund – McGuireWoods
Kathy Burkhardt – Alchemy
Caitlin Kilpatrick – VA Senate Finance
& Appropriations Committee

I. Call to Order

Chief James Williams called the meeting to order at 10:08 AM with 26 online attendees.

II. Roll Call

Chief Williams asked Ms. DeAndrea Williams to conduct the Roll Call. Ms. Williams stated there was a quorum with all eight members present.

III. Adoption of Agenda

Chief Williams called for a review of the agenda. Mr. Albert Stokes asked to modify the agenda to reflect two items listed after the final grants presentation that should be moved to Other Business: an update on the Comprehensive Community Corrections Act/Pretrial Services Act and the Director's Grant Award Authority update. Chief Williams called for the motion to adopt the agenda with flexibility. Mr. David Johnson made the motion, seconded by Sheriff Vanessa Crawford. A roll call vote was taken. The motion passed unanimously.

IV. Approval of Minutes from Last Meeting

Chief Williams called for a corrections, deletions, and/or additions to the minutes from the October 3, 2019 meeting. Upon hearing none, Ms. Victoria Pearson made the motion to approve the minutes, seconded by Mr. David Johnson. The motion passed unanimously.

V. Grant Review

A. Law Enforcement

Mr. Tracy Matthews, Law Enforcement Training and Grants Supervisor presented an overview of the Law Enforcement grants that went before the Committee for consideration.

School Resource Officer/School Security Officer Incentive Grant Program

The proposed budget for the School Resource Officer/School Security Officer Incentive Grant Program for FY21 totals \$4,256,416. This includes the funding of 80 continuation and 19 new grants, which funds a total of 102 positions in school divisions throughout the Commonwealth. If approved, the grants can be awarded for a maximum period of 4 years (48 months), but reviewed annually for program compliance and budgeting. Continuation grantees will be funded for the balance of the 4 years, based on their current funding year.

A motion was made by Mr. David Johnson, seconded by Ms. Angie Carrera. The motion passed unanimously. There was one recusal (Chief Branch – Caroline County and Spotsylvania County).

Critical Incident Stress Management

The proposed budget for the Peer-Support Critical Incident Stress Management Grant Program for FY21 totals \$200,000, funding two grantees. The total appropriation for FY21 is \$300,000. The CJSB Executive Committee approved a single award of \$99,055, on March 4, 2020, based on the Governor's Introduced Budget for FY21. This budget represents the additional \$200,000 appropriated in the Governor's approved budget. However, on April 22, 2020, the General Assembly reconvened to address proposed amendments to the Appropriations Act, which resulted in the additional funds being un-allotted. Mr. Matthews requested that these grants be conditionally approved by the CJSB, contingent on re-allotment of the funds by the General Assembly and Governor.

A motion was made by Chief Craig Branch, seconded by Sheriff Vanessa Crawford. The motion passed unanimously; there were no recusals.

B. Adult Justice Programs

Ms. Jennifer Macarthur, Adult Justice Programs Manager presented an overview of the Adult Justice Services grants that went before the Committee for consideration.

Comprehensive Community Corrections Act/Pretrial Services Act

A. Continuation Funding

The Community Corrections and Pretrial Services programs were invited to apply for the continuation grants at the same level they received last year. There are 37 local probation and pretrial services agencies, with pretrial services provided in 100 of 133 localities and probation services in 128 of 133 localities. These agencies employ approximately 400 staff, and for FY19, they conducted over 40,500 pretrial investigations, received almost 28,000 pretrial placements, and received roughly 26,000 local probation placements. The Continuation Grants for FY21, total \$25,505,582, for 37 agencies.

A motion was made by Mr. David Johnson, seconded by Mr. Edward Macon. The motion passed unanimously. There were three recusals (Chief Williams – Staunton City, Chief Branch – Culpeper County and Fredericksburg City, and Sheriff Vanessa Crawford – Petersburg City).

B. Expansion Funding

In the 2020 Appropriations Act, the Governor included additional funds to expand local probation and pretrial services to localities in the Commonwealth that do not currently have access to these services. After the General Assembly approved the budget, DCJS worked with existing programs to apply for the funding to expand services into neighboring localities.

In response to the COVID-19 pandemic, the Governor and General Assembly unallotted these expansion funds, and froze these funds until the economic circumstances allow for the General Assembly and the Governor to reallocate the funds. Because we had already evaluated the grant applications, we are requesting that the grants be conditionally approved, contingent on the reallocation of these new funds.

Nine programs submitted concept applications that focused on the need for primarily staffing resources to expand, a timeline for expansion, and letters of support from their primary stakeholders. Three DCJS staff and two external reviewers independently reviewed the applications. It should be noted that the two external reviewers are retired directors of local probation and pretrial agencies; one oversaw a large agency and one oversaw a small agency in different regions of the state. They are also the two immediate past Presidents of the Virginia Community Criminal Justice Association (VCCJA). Their feedback was invaluable in assisting DCJS staff in evaluating the grants. As part of the evaluation, the review committee determined targeted staffing levels based on the applicants' justification and data.

Once the staffing needs were determined, the amount of \$75,000 was applied to each FTE and a non-personnel cost of 7.9% was added for each FTE. The \$75,000 was the amount that the Department of Planning and Budget had approved the last time expansion funds were requested in 2017-2018. The 7.9% was calculated using the average of non-personnel costs used by local probation and pretrial services agencies last year. If expansion funds are approved, local probation will be available in all 133 localities in Virginia, and pretrial services will be available in 117 localities.

Ms. Macarthur request that these grants, totaling \$2,184,999, be conditionally approved by the CJSB, contingent on re-allotment of the funds by the General Assembly and Governor.

In response to a question regarding the need for future committee action, Mr. Tom Fitzpatrick noted that money un-allowed this fiscal year would not require additional Board approval if the Board conditionally approved these funds.

A motion was made by Mr. David Johnson, seconded by Ms. Francine Horne. The motion passed unanimously. There were no recusals.

Pre-Release and Post Incarceration Services (PAPIS)

A. Continuation Funding

There are nine continuation grants for Pre-Release and Post Incarceration Services (PAPIS) programs. These programs support reentry efforts prerelease in mostly local and regional jails, and a few prisons. The goal of the programs is to reduce recidivism and assist clients in becoming prosocial members of the community. Some of these targeted interventions include educational opportunities, job readiness and employment services, substance abuse treatment, trauma groups, and cognitive-behavioral therapy.

Recognizing that there were limited PAPIS funds and great need for direct services, last year DCJS capped the level of executive and administrative salaries and benefits at 20% of the grant. One program far exceeded that level in their application last year and had their grant reduced for the last grant cycle. They again requested executive and administrative salaries and benefits in excess of 20%. The PAPIS budget before you includes a reduction of Virginia Cares' request to last year's level, capping their administrative costs at 20%. One other program included a cost of living adjustment to their grant application. The PAPIS budget would level fund their program (and all others) to last year's grant levels.

The Continuation Grants for FY21, total \$2,247,564 for nine programs.

A motion was made by Chief Craig Branch, seconded by Mr. Edward Macon. The motion passed unanimously. There were no recusals.

B. Expansion Funding

There were also expansion funds included in the 2020 Appropriations Act that were unallotted by the Governor and General Assembly. The expansion funds were limited to expanding current services, developing new services, or obtaining a new case or data management system.

DCJS had three internal reviewers and two external reviewers independently review the applications. The memo included in your package describes in greater detail the process DCJS engaged in to evaluate the PAPIS expansion grants and budgets. The budget requests ranged from \$15,000 to \$381,870. Due to the vast difference in requests, DCJS did not rely on scores and ranking to make final recommendations. For budget requests of less than \$125,000, only those items that were deemed excessive were removed. For budget requests over \$125,000, 25% was removed from each of them, then those items that were excessive or not allowed were also removed.

Since this is new funding, it is currently unallocated; however, DCJS is requesting that these nine programs be funded for a total of \$874,273 contingent on the re- allotment of these new funds.

A motion was made by Mr. David Johnson, seconded by Ms. Angie Carrera. The motion passed unanimously. There were no recusals.

Residential Substance Abuse Treatment

DCJS receives federal funding through the Residential Substance Abuse Treatment (RSAT) for Prisoners Grant Program. These funds will provide evidence-based residential Medication-Assisted Treatment (MAT) services in local and regional jails. MAT is the use of medications, coupled with counseling and behavioral therapies to primarily treat addictions to opiates. For FY21, five jails applied for RSAT funding. Henrico County and Loudoun County jails are requesting funding for planning MAT programs, Newport News and Norfolk Sheriff's Offices are requesting funding for implementation of MAT programs, and Western Virginia Regional Jail is requesting funds to enhance their MAT program. These funds do require a 25% local match. The budget for the RSAT grants reflects the review of the applications, with \$490,146 plus a match of \$163,382, for a total of \$653,528 for the five applicants.

In response to a question regarding the low number of applicants, Mr. Tom Fitzpatrick noted that DCJS did not received a lot of applications for RSAT despite extending the time period. DCJS will work with local and regional jails prior to future RSAT funding opportunities to determine the best approach for DCJS to take when soliciting RSAT applications.

A motion was made by Ms. Victoria Pearson, seconded by Mr. Edward Macon. The motion passed unanimously. There were no recusals.

Addiction Recovery Grant Program

Addiction Recovery Grant funds support addiction recovery programs in four local and regional jails. Franklin County Sheriff's Office, Newport News City Sheriff's Office, Norfolk City Sheriff's Office, and Riverside Regional Jail applied and were chosen to develop model addiction recovery programs in their facilities. These continuation funds will award each jail \$38,400 to continue their recovery programs. The Continuation Grants for FY21, total \$153,600 for four programs.

A motion was made by Mr. David Johnson, seconded by Mr. Edward Macon. The motion passed unanimously. There was one recusal (Sheriff Vanessa Crawford – Riverside Regional Jail).

Jail Mental Health Program

As stated in the Appropriations Act, Jail Mental Health Program funds are to assist local and regional jails "to establish pilot programs to provide services to mentally ill inmates, or to provide pre-incarceration services to prevent mentally ill offenders from entering jails." These six local and regional jails provide services within their facilities for those suffering from mental illness. Staff from DCJS and the Department of Behavioral Health and Developmental Services (DBHDS) reviewed the grant applications. The budget for FY21, total \$2,375,000 for six continuation grants for Jail Mental Health Programs.

A motion was made by Chief Craig Branch, seconded by Mr. Edward Macon. The motion passed unanimously. There was one recusal (Chief Williams – Middle River Regional Jail).

C. Juvenile and Child Welfare

Mr. Tom Fitzpatrick, Division Director of Programs and Services standing in for Ms. Laurel Marks, Juvenile and Child Welfare Manager presented an overview of the Juvenile and Child Welfare grants that went before the Committee for consideration.

Juvenile Justice and Delinquency Prevention Title II Funds

Pursuant to the Juvenile Justice and Delinquency Prevention (JJDP) Act, we must have a separate advisory committee of members appointed by the Governor along with some ex officio members to oversee the work done through the JJDP Act. That committee must be given the opportunity to review and comment on each application for funding received. The Advisory Committee on Juvenile Justice and Prevention met virtually on April 15 and reviewed each of the grant applications received in the competitive solicitation that we put out for system improvements. You have before you the summaries as presented to the committee and the recommendations of that committee. There is no action needed from you all today, but since these will be presented along with the recommendations of this committee, we wanted to brief you all on that packet of grants for your information. The full Board will be asked to make the final award decisions at your meeting on May 14.

[Presented for Information Purposes Only; Vote was not required]

Court Appointed Special Advocate

The 27 local Court Appointed Special Advocate (CASA) Programs provide trained volunteers to assist the guardians ad litem in cases of abuse and neglect brought before the court. These programs receive an allocation of state general funds and federal Victims of Crime Act (VOCA) funds. The allocation is determined by a funding formula based on an allocation plus a per child for programs that serve more than 60 children. This formula is adjusted every year based on the previous year's data. The budgets are based on the funding formula, with \$1,531,313 in state general funds and \$1,499,814 in federal VOCA funds for 27 grantees.

A motion was made by Mr. Edward Macon, seconded by Sheriff Vanessa Crawford. The motion passed unanimously. There was one recusal (Chief Branch – Rappahannock Area CASA).

DSS Child Treatment Grants

Those of you who were on the grants committee last year may recall that we assumed administrative responsibility for the child treatment grants previously administered by the Virginia Department of Social Services (DSS) with pass-through VOCA funds from DCJS. We did this for several reasons, including the recognition that we funded several of the same

subrecipients to serve many for the same populations, so we thought it would be more efficient to give them one award from one agency, rather than separate VOCA funded awards from two different agencies. In order to bring them onto the same multi-year funding cycle as the other VOCA funded grants, it was anticipated that they would receive two-year grants. This is the second of those two years.

When we made the change in administrative responsibility, we offered them to keep their program separate, to combine the child treatment grant with the grant they already had from us, or to combine the grant and apply competitively for additional funds. The 15 grants before you now are those that elected to keep their child treatment grants separate. Those that combined theirs are monitored by the Victims Services section and will be presented along with their other grants.

In addition to the individual grants, there is a grant of \$4.5M to the Virginia Department of Social Services. This is further support for Child Advocacy Centers. DSS also receives state funds, and uses a funding formula to determine the grant levels for each Child Advocacy Center. The budget for the Child Treatment Grants is \$5,756,224 for 16 grantees.

A motion was made by Ms. Victoria Pearson, seconded by Mr. Edward Macon. The motion passed unanimously. There was one recusal (Chief Branch – Rappahannock Area CASA and Rappahannock Area CSB).

School Based Victim Services Grants

Last year there was a special solicitation to support school-based services for child victims. The City of Charlottesville and Warren County Public Schools applied for and received funds through this solicitation. The total for the second year is \$339,913 for the two awards.

A motion was made by Chief Craig Branch, seconded by Sheriff Vanessa Crawford. The motion passed unanimously. There were no recusals.

D. Victims Services

Ms. Kristina Vadas, Manager of Victims Services presented an overview of the Victims Services grants that went before the Committee for consideration.

Victims Services Grant Program

The Victims Services Grant Program (VSGP) will begin the second year of a two-year grant cycle in SFY 2021. This grant program is supported primarily with federal Victims of Crime Act (VOCA) funds, as well as some state general funds specifically for sexual and domestic violence agencies. The primary purpose of this grant program is to support the delivery of direct services to victims.

Last year, this Committee and the CJSB voted to approve two years of funding for these grant programs; however, we did not have the final SFY21 budget amounts available at that time. We have that information available for you today. The VSGP budget for FY21, totals \$45,590,000 for 86 continuation grantees for VSGP funding.

A motion was made by Mr. Edward Macon, seconded by Chief Craig Branch. The motion passed unanimously. There were three recusals (Chief Williams – New Directions Center, Chief Branch – Empowerhouse, Mary Washington Healthcare, Rappahannock CASA, Services to Abused Families, Inc., and Ms. Pearson – Department of Corrections).

Virginia Sexual and Domestic Violence Victim Fund

The purpose of the Virginia Sexual and Domestic Violence Victim Fund (DVVF) is to provide funding for services for victims of, and children affected by, sexual violence, domestic violence, and stalking. This grant program is supported by a state special fund established for this purpose.

The DVVF will complete a three-year grant cycle at the end of this state fiscal year. We are requesting approval to award one year of continuation funding for all current DVVF grantees. This grant continuation would provide level funding to DVVF grantees through June 30, 2021, using the current year's approved budget amounts.

There are several benefits to continuing the grant cycle through state fiscal year 2021. First, the funding source of this particular grant previously had insufficient funds to cover all awarded projects. This was a result of a decrease in deposits to the state special fund that supports this grant. By extending the funding cycle an additional year, the fund will continue to build reserves. Second, the additional year will allow us to better estimate the expected deposits into the fund and its capacity for supporting future grants. Lastly, the extra time will allow us to align DVVF with other DCJS grant application cycles. By streamlining the grant cycles, agencies can better plan and strategize their funding requests. The DVVF budget for SFY21 total \$1,908,317 for 46 continuation grantees.

A motion was made by Ms. Victoria Pearson, seconded by Mr. David Johnson. The motion passed unanimously. There was one recusal (Chief Branch – Caroline County, Empowerhouse, Fredericksburg City, Rappahannock CASA, Spotsylvania County, Stafford County, and Services to Abused Families, Inc.).

Victim Witness Grant Program

The Victim Witness Grant Program (VW) will begin the final year of a three-year grant cycle in SFY 2021. This grant program is supported primarily with federal Victims of Crime Act (VOCA) funds, as well as state general and special funds. The primary purpose of this grant program is to support the delivery of direct services to victims, including assistance required by Virginia's Crime Victim and Witness Rights Act.

In past meetings, this Committee and the CJSB already voted to approve these awards. As a reminder, DCJS will award a total of \$18,857,236 to 113 continuation grantees for SFY21 VW funding.

[Presented for Information Purposes Only; Vote was not required]

VI. Other Business

The Chair recognized Mr. Tom Fitzpatrick, Division Director of Programs and Services to provide an update related to the Comprehensive Community Corrections Act/Pretrial Services Act program.

At the last Grants Committee Meeting in October, my colleague reported that after distributing the FY20 CCCA/PSA grants, that we had an extra \$72,495 that was not awarded. We requested permission to distribute those funds, however, at the time, we did not have a recommendation on how exactly those funds should be distributed. The Committee approved a motion to allow DCJS to distribute those funds as grants to already existing grant programs, and asked that we report back on how the money was distributed.

We worked with the Virginia Community Criminal Justice Association (VCCJA) to identify the needs of local programs. Based on the feedback from the VCCJA, each program received an additional \$1,959 for staff development and/or advancement of evidence-based practices.

The Chair recognized Mr. Albert Stokes, Grants Manager to provide an update on the requested Director's grant award authority.

At the October 3rd meeting, the committee asked that staff provide a proposal that would allow the Director to have some flexibility in awarding grants in some extenuating circumstances. One such circumstance discussed was potentially returning federal funds due to sub grantees not spending their full grant award. Staff planned to have this discussion in this spring and provide a proposal at today's meeting. The turn of events related to the coronavirus pandemic and a shift in efforts related to the response has delayed our completion of the proposal. I ask that the committee allow us to make the proposal available for the October 1st meeting.

The Chair mentioned no vote was needed at this time and the matter was tabled until the next Grants Committee meeting.

VII. New Business

No New Business was brought forth at this meeting.

VIII. Announcements

Chief Williams announced that the next meeting will be held on October 1, 2020 at 11:00am at DCJS located at 1100 Bank Street Richmond, Virginia 23219 in the 12 Floor Conference Room.

IX. Public Comment

There was no public comment.

X. Adjourn

The meeting adjourned at 12:10pm.

Please note an addendum to the minutes from the Oct. 2020 meeting:

- Ms. Victoria Pearson recusal to grant #252