



## **Criminal Justice Services Board (CJSB) Executive Committee**

*May 18, 2023, at 10:00 a.m.*

*The meeting took place at DCJS, 1100 Bank Street, Richmond, Virginia  
in the 12th floor Conference Room*

### ***Members Present***

Chief Craig Branch, Chair  
Sheriff C. O. Balderson  
Chief Maggie DeBoard  
Tim Coyne (proxy for Ms. Maria Jankowski)  
Mr. Jagdish Katyal, Jr.  
Chief Jeffrey Katz  
LTC Kirk Marlowe, Proxy for Colonel Gary Settle

### ***Members Absent***

The Hon. Bryan Porter, Vice-Chair

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

Chairman Craig Branch called the meeting of the Executive Committee of the Criminal Justice Services Board (CJSB) to order at 10:00 a.m. A quorum was present.

#### **II. Approval of Minutes**

Chief Jeffrey Katz made the motion, seconded by Chief Maggie DeBoard, to accept the minutes of the March 16, 2023, meeting of the Executive Committee. The motion passed unanimously.

#### **III. Old Business**

There was no old business to discuss.

#### **IV. New Business**

##### **Decertification – Mr. Jeffrey Dense – Virginia State Police**

LTC Kirk Marlowe recused himself from hearing the decertification appeal for Mr. Dense.

Chairman Branch called on Ms. Cathie Hutchins from the Office of the Attorney General to give a summary of Mr. Dense's certification status and to present the facts resulting in his decertification as a law enforcement officer from the Virginia State Police. Mr. Dense was decertified pursuant to clause (B)(vi) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Mr. Dense and his counsel as well as representatives from the Virginia State Police.

Mr. Jagdish Katyal made a motion, seconded by Sheriff C. O. Balderson that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Dense with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Mr. Katyal made a motion, seconded by Chief Katz, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Mr. Coyne made the motion, seconded by Chief Katz that the Executive Committee reinstate the certification of Mr. Dense as a law enforcement officer. The motion passed unanimously.

#### **Decertification – Ms. Grace O’Connor – Norfolk Sheriff’s Office**

Chairman Branch called on Ms. Hutchins (OAG) to give a summary of Ms. O’Connor’s certification status and to present the facts resulting in her decertification as a certified law enforcement officer from the Norfolk Sheriff’s Office. Ms. O’Connor was decertified pursuant to clause (B)(vi) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Ms. O’Connor and her counsel as well as her husband, Richard O’Connor and representatives from the Norfolk Sheriff’s Office.

Mr. Katyal made a motion, seconded by Chief Katz that the Executive Committee meet in closed session for the purpose of discussing the decertification of Ms. O’Connor with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Mr. Katyal made a motion, seconded by LTC Marlowe, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Chief Katz made the motion, seconded by Chief DeBoard that the Executive Committee uphold the decertification of Ms. O’Connor as a law enforcement officer. The motion passed unanimously.

#### **Decertification – Mr. Eric Allen – Richmond Police Department**

Chairman Branch called on Ms. Hutchins to give a summary of Mr. Allen’s certification status and to present the facts resulting in his decertification as a law enforcement officer from the Richmond Police Department. Mr. Allen was decertified pursuant to clause (A)(v) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Mr. Allen and his counsel as well as representatives from the Richmond Police Department.

Mr. Katyal made a motion, seconded by Chief Katz that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Allen with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Mr. Katyal made a motion, seconded by Mr. Coyne, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Mr. Tim Coyne made the motion, seconded by Chief DeBoard that the Executive Committee reinstate the certification of Mr. Allen as a law enforcement officer. The motion passed unanimously.

**Informational Update-Eric Queen-Wythe County Sheriff's Office**

The Executive Committee heard from Mr. Jon Banberger, DCJS, who gave an informational update regarding the decertification of Mr. Eric Queen, from the Wythe County Sheriff's Office.

**V. Public Comment**

There was no public comment.

**VI. Adjournment**

The next meeting will take place on July 20-21, 2023. The meeting adjourned at 1:58p.m.