



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

The Honorable Jackson H. Miller
Director

Tracy Louise Winn Banks, Esq.
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

Criminal Justice Services Board

June 13, 2024

Patrick Henry Building
1111 East Broad Street
Richmond, VA 23219
East Reading Room

Members Present

Senator Lamont Bagby
Sheriff C. O. Balderson
Ms. Mary Biggs
Chief Craig Branch, Chair
Sheriff Michael Chapman *(Virtual)*
Chief Maggie DeBoard
The Hon. Sarah Deneke
The Hon. Chadwick Dotson
Officer Bennie Evans, Jr.
Delegate Phil Hernandez *(Virtual)*
Sheriff Brian Hieatt
Ms. Maria Jankowski
Mr. Jagdish Katyal
Judge Joseph Lindsey
Mr. Edward M. Macon
LTC Kirk Marlowe for Colonel
Gary Settle
D. Bradley Marshall, Esq. *(Virtual)*
Ms. Renee Maxey

Members Present (Cont'd)

The Hon. Russell McGuire *(Virtual)*
Dr. Sessa Joi Moon *(Virtual)*
Ms. Ayesha Osborne for
Ms. Theo Stamos
Superintendent William Smith
Mr. James Towey for
Ms. Amy Floriano
Ms. Ashley Waddell
Mr. Anthony Williams
Chief Ryan Zuidema

Members Absent

Ms. Ebony Clark
Ms. Robin Deulio
Senator Mark Peake
The Hon. Bryan Porter, Vice-Chair
Delegate Briana Sewell
The Hon. Patricia West

I. Call to Order

Chairman Craig Branch called the meeting of the Criminal Justice Services Board (CJSB) to order at 11:00 a.m.
A quorum of the Board was present.

Sheriff Michael Chapman participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to a personal matter (his daughter is having a baby), from Leesburg, Virginia.

Mr. Rusty McGuire participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to having Army Reserve training, from Virginia Beach, Virginia.

Delegate Phil Hernandez participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to having a family conflict and not being able to drive to Richmond in time for the Board meeting, from Norfolk, Virginia.

Dr. Sesha Joi Moon participated through electronic communication pursuant to *Virginia Code* § 2.2-3708.2(A)(1)(b) due to her being enroute to attend a funeral, from Northern Virginia.

II. Approval of Minutes

Ms. Mary Biggs made the motion, seconded by Mr. Bradley Marshall, to accept the minutes of the May 9, 2024, meeting of the CJSB. The motion passed unanimously.

III. Director's Report

Mr. Jackson Miller, Director of the Virginia Department of Criminal Justice Services (DCJS) recognized the newest CJSB member, Chief Ryan Zuidema from the Lynchburg Police Department. He has been appointed to serve in the position vacated by Chief Katz (representative of the Virginia Association of Chiefs of Police).

Director Miller then gave an overview of items of interest from the agency:

Division of Programs and Services

- DCJS is issuing funding invitations for 15 earmarks included in the FY2025 DCJS budget. As they are state general fund specified for specific entities, the awards will be made directly to the entity without competition. Staff will work with the recipients to ensure funds are used appropriately. Budgets will be required and reviewed, as will progress and financial reports.
- Work has begun on the development of a case management and data collection system to replace the aging PTCC system used for local probation and pretrial services agencies. The new system will provide critical support to effective investigation and supervision of local-responsible defendants and offenders throughout the Commonwealth. This system will enhance DCJS' ability to monitor programs and ensure program compliance.
- The Mass Violence Fund workgroup met for the second time on June 6th. Presentations on investment and management strategies were made by staff from VRS and Treasury and there was continued discussion on key definitions and funding options for victims.
- The study group for CASA programs, as required in the Appropriations Act for the next biennium, is being assembled and expected to meet in July. In the meantime, staff have worked with the Office of the Executive Secretary of the Supreme Court to initiate a survey to Juvenile and Domestic Relations Court judges on the program and its availability.

Division of Licensure and Regulatory Services

- DCJS' Division of Licensure and Regulatory Services offers Letters of Good Standing upon request. These letters offer a high-level overview of an individual or businesses' private security-related credential history with DCJS, including any revocations or suspensions and disciplinary findings. This is all public information and available at no cost via a new request form on the Licensure and Regulatory Services page of the DCJS website.
- Historically, the people requesting these letters have been credentialed in one of our private security programs in Virginia and are seeking a similar license in another state. However, the letters have broader applicability, and are used by private security businesses when they bid on new contracts.
- Businesses that do not adhere to Virginia Code and regulations can often operate cheaper than businesses that do. This creates an unfair competitive advantage for businesses that do not follow the rules.
- Businesses that stay in compliance and want to demonstrate their compliance when bidding on new contracts may find a DCJS Letter of Good Standing helpful. Additionally, DCJS has been encouraging state agencies to require a letter of good standing as a requirement in their requests for proposals for private security services.

New Credential Management System for Private Security

The project to replace our private security credential management system is going well. Our vendor, CapTech, is finishing the discovery phase of the project and is in the early stage of system development. The new system is on target to be implemented by the end of the calendar year.

IV. Committee Reports

Committee on Training (COT)

The COT met at 10:00 a.m., on June 13, 2024.

Superintendent William Smith gave a report from the COT, which included an informational regulatory update and a model lesson plan update.

Chief Branch turned the meeting over to Superintendent Smith while he gave committee updates.

Executive Committee

Chief Branch gave an update on the Executive Committee which met May 16-17, 2024. The CJSB Executive Committee heard the decertification appeals of:

- **Mr. Ahmed Abdelmageed**, formerly with the Amelia County Sheriff's Office, the committee voted to sustain the decertification of Mr. Abdelmageed as a law enforcement officer as the defendant did not provide good cause to overturn the decertification.
- **Mr. Anwar Bowman**, formerly with the Alexandria City Sheriff's Office, the committee voted to sustain the decertification of Mr. Bowman as the defendant did not provide good cause to overturn the decertification.
- **Mr. Adam Ater**, formerly with the Fairfax County Police Department, the committee voted to sustain the decertification as the defendant did not provide good cause to overturn the decertification.

- **Mr. Steven Coleman, Jr.**, formerly with the Spotsylvania County Sheriff's Office, the committee voted to overturn the decertification of Mr. Coleman as he provided good cause to overturn his decertification.
- **Mr. Christopher Lowe**, formerly with the Hampton Police Department, the committee voted to overturn the decertification of Mr. Lowe as the appellant provided good cause to overturn the decertification and due to lack of supportive evidence.
- **Ms. Zaneisha Clay**, formerly with the Colonial Heights Police Department, the committee voted to sustain the decertification as the defendant did not provide good cause to overturn the decertification.

Grants Committee Report

The Grants Committee met on May 30, 2024, at 11am, and made the following recommendations:

- **Addiction Recovery Grant Program:** The Grants Committee approved funding in the amount of **\$153,600**, in state general funds, for **four** awards.
- **American Rescue Plan Act (ARPA) for Sexual and Domestic Violence Services Grant Program:** The Grants Committee approved funding in the amount of **\$3,365,679** in federal ARPA funds, for **54** awards.
- **Byrne/Justice Assistance Grant Program – Law Enforcement Equipment:** The Grants Committee approved funding in the amount of **\$970,646.00** in federal JAG funds, for **27** awards.
- **Byrne/Justice Assistance Grant Program - Public Safety Based-Programs:** The Grants Committee approved funding in the amount of **\$118,938.00** in federal JAG funds, for **three** awards.
- **Child Advocacy Centers Grant Program:** The Grants Committee approved funding in the amount of **\$1,500,000** in federal VOCA funds, for **one** award.
- **Community Corrections & Pretrial Services Grant Program/Pretrial Expansion grants:** The Grants Committee approved funding in the amount of **\$31,847,402** in state general funds, for **37** awards.
- **Court Appointed Special Advocate Grant Program:** The Grants Committee approved funding in the amount of **\$3,032,770** using \$1,499,900 in federal VOCA funds and **\$1,532,870** in state general funds, for **27** awards.
- **Department of Forensic Science (Continuation):** The Grants Committee approved funding in the amount of **\$107,730** in state general funds, for **one** award.
- **Drive to Work Grant Program:** The Grants Committee approved funding in the amount of **\$150,000** using \$75,000 in federal JAG funds and \$75,000 in state general funds, for **one** award.
- **Firearm Violence Intervention and Prevention Grant Program:** The Grants Committee approved funding in the amount of **\$2,447,724.50** in state general funds, for **20** awards.
- **Jail Mental Health Grant Program:** The Grants Committee approved funding in the amount of **\$1,875,000.00** in state general funds, for **five** awards.

- **Operation Ceasefire Grant Program:** The Grants Committee approved funding in the amount of **\$4,042,944.34**, in state general funds, for **33** awards.
- **Peer Supported Critical Incident Stress Management Grant Program:** The Grants Committee approved funding in the amount of **\$300,000** in state general funds, for **two** awards.
- **Residential Substance Abuse Treatment for Prisoners Grant Program:** The Grants Committee approved funding in the amount of **\$483,098.00** in federal funds, for **seven** awards.
- **Victims Services Grant Program – Competitive:** The Grants Committee approved funding in the amount of **\$1,246,330** in state general funds, for **11** awards.
- **Victims Services Grant Program for Sexual and Domestic Violence Services – Non-Competitive:** The Grants Committee approved funding in the amount of **\$15,800,255** using \$11,232,141 in federal VOCA funds and \$4,568,114 in state general funds, for **55** awards.
- **Victim Witness Grant Program:** The Grants Committee approved funding in the amount of **\$18,049,369** using \$11,884,791 in federal VOCA funds, \$4,663,603 in state general funds, and \$1,500,975 in Virginia Crime Victim-Witness special funds, for **114** awards. In addition, the Grants Committee also approved to proportionally allocate additional state general funds to these 114 recipients, increasing the total award to approximately \$19.4 million.
- **Virginia Sexual and Domestic Violence Victim Fund (VSDVVF) Grant Program Current Discretionary, Prosecution, and Forensic/Sexual Assault Nurse Examiner Grant Program:** The Grants Committee approved funding in the amount of **\$2,258,803** using state general funds and Virginia Sexual and Domestic Violence Victim Fund (special funds), for **49** awards.

In addition, the Advisory Committee on Juvenile Justice and Prevention met on May 10, 2024, to consider applications for federal funding available through Title II of the Juvenile Justice and Delinquency Prevention Act. The Advisory Committee approved funding in the amount of **\$775,393** for **seven** awards.

There was some discussion about a discrepancy between the amounts given by the Chairman verses those on the recusal sheet provided to members. DCJS staff were on hand to explain the discrepancy.

The grants committee motion was made and seconded by Superintendent Smith to approve these grants as recommended. The motion passed unanimously.

Recusals:

Sheriff C. O. Balderson for Byrne/Justice Assistance Grant Program Law Enforcement Equipment for Westmoreland and Community Corrections and Pretrial Services Grant Program for Westmoreland, and Victim Witness Grant Program for Westmoreland.

Ms. Biggs for the ARPA for Sexual and Domestic Violence Services Grant Program for the Women’s Resource Center of the New River Valley, the Byrne/Justice Assistance Grant Program – Public Safety Based-Programs for the Town of Christiansburg, the Court Appointed Special Advocate Program for NRV Cares, the Jail Mental Health Grant Program for the Western Virginia Regional Jail, the Residential Substance Abuse Treatment for Prisoners Grant Program for the Western Virginia Regional Jail, the Victims Services Grant Program – Non Competitive for Sexual and Domestic Violence Services for the

Women’s Resource Center of the New River Valley, and the Victim Witness Grant Program for Montgomery County.

Chief DeBoard for the ARPA for Sexual and Domestic Violence Services Grant Program for the Fairfax County Department of Family Services, Domestic and Sexual Violence Services, the Community Corrections and Pretrial Services Grant Program for Fairfax County, Operation Ceasefire Grant Program for Fairfax County, Peer Supported Critical Incident Stress Management Grant for the Virginia Law Enforcement Assistance Program and the Virginia Peer Support Association, the Residential Substance Abuse Treatment for Prisoners Grant Program for Fairfax County, the Victims Services Grant Program – Non-Competitive for the Sexual and Domestic Violence Services for Fairfax County Department of Family Services, Domestic and Sexual Violence Services, and the Victim Witness Grant Program for Fairfax County.

Judge Sarah Deneke for ARPA for Sexual and Domestic Violence Services Grant Program for the Rappahannock Council Against Sexual Assault and Safeshome System, Inc., the Community Corrections and Pretrial Services Grant Program for the City of Fredericksburg, the Operation Ceasefire Grant Program for the City of Fredericksburg, the Victims Services Grant Program – Non-Competitive for Sexual and Domestic Violence Services for Empowerhouse and the Rappahannock Council Against Sexual Assault, and Safe Harbor, the Victim/Witness Grant Program for Caroline County and Fredericksburg, and the Virginia Sexual and Domestic Violence Victim Fund Grant Program for Caroline County, Empowerhouse, and Fredericksburg.

Judge Dotson for the Victim Witness Grant for DOC.

Sheriff Brian Hieatt for Operation Ceasefire Grant for Tazewell County.

Mr. Marshall for Community Corrections and Pretrial Services Grant Program for Prince William County, Court Appointed Special Advocate Grant Program for CASA Children’s Intervention Services, and the Jail Mental Health Grant Program for Prince William.

Ms. Ayesha Osborne for the Victim Witness Grant for the Office of the Attorney General.

Mr. Anthony Williams for Community Corrections and Pretrial Services Grant for the City of Petersburg, and the Victim Witness Grant Program for the City of Petersburg.

Nominations and Appointments Subcommittee

Chairman Ed Macon gave the report from the Nominations and Appointments subcommittee, which met at 9:30am to consider PSSAB and CASA Nominees. The following appointments/reappointments were made:

Private Security Services Advisory Board (PSSAB)

- Reappointment of Sheriff Charles Proffitt as the Law Enforcement Representative to the PSSAB, beginning November 1, 2024, and ending October 31, 2027.

CASA/CJA Advisory Committee

- Reappointment of Ms. Jeannine Panzera as the CASA Program Representative to the CASA/CJA Advisory Committee, beginning July 1, 2024, and ending June 30, 2028.
- Reappointment of Mr. Randy Bonds as the Law Enforcement Representative to the CASA/CJA Advisory Committee, beginning July 1, 2024, and ending June 30, 2028.
- Appointment of Ms. Morgan Cox as the Guardian Ad Litem Representative to the CASA/CJA Advisory Committee, beginning July 1, 2024, and ending June 30, 2028.
- Reappointment of Ms. Lana Mullins as the Local Department of Social Services Representative to the CASA/CJA Advisory Committee, beginning July 1, 2024, and ending June 30, 2028.

The Nominations and Appointments subcommittee motion was made and seconded by Mr. Macon to accept these nominations to the PSSAB and CASA/CJA Committees as recommended. The motion passed unanimously.

VI. Old Business

There was no old business to discuss.

VII. New Business

Ms. Kristi Shalton, DCJS Regulatory Coordinator, DCJS, gave a brief report on the 6 VAC 20-160 Regulations Relating to the Court Appointed Special Advocate Program (CASA). The board's approval was requested.

Superintendent Smith made a motion, seconded by Mr. Jagdish Katyal, to accept the proposed revisions to the 6 VAC 20-160 Regulations. The motion passed unanimously.

VIII. Public Comment

Ms. Kate Hanger, with the Virginia Victim Assistance Network, spoke briefly and requested that the amounts for the Victims grants be provided to her.

IX. Next Meeting

The next Criminal Justice Services Board (CJSB) Meeting will take place on October 10, 2024, at 11:00 a.m.

X. Adjournment

The meeting adjourned at 12:00 p.m.