



Committee On Training

Patrick Henry Building – West Reading Room
Richmond, VA 23219

MINUTES

December 7, 2017

Members Present

Colonel Bobby Russell
Chief Tonya Chapman
Mr. Edward Macon
Mr. Patrick Bridge
Sheriff Anthony Roper
Mr. Bryan Porter
Mr. Robert Soles
Mayor Carolyn Dull
Chief James E. Williams
Ms. Mary Biggs
Ms. Angie Carrera
Captain Robert Holland
Chief Kelvin Wright
Ms. Lisa Hernandez
Sheriff Vanessa Crawford

Members Absent

Chief Cervera

1. **Call to Order.**

Colonel Russell called the meeting to order at 10:00 a.m.

2. **Approval of past minutes.**

Sheriff Vanessa Crawford moved to accept the minutes from the meeting on September 14, 2017. Chief James Williams seconded the motion. With no objections other than the correction of an "L" forgotten in Colonel Bobby Russell's last name, the minutes were unanimously approved.

3. **Division Update.**

Ms. Teresa Gooch, Division Manager, introduced new Law Enforcement Policy and Standards Manager, Erik Smith. Mr. Smith gave a brief background on himself and his 13 years as an Assistant Commonwealth Attorney with the City of Richmond.

Mr. Smith provided an update and described the benefits of the new law enforcement records management system which will replace TRex. Mr. Smith also explained DCJS staff will be training

the week of December 11th on the system and DCJS will provide training for the two selected academies – the Northern Virginia Criminal Justice Regional Training Academy along with four of its seventeen member agencies and an independent academy, Chesterfield County Training Academy, the following week. These academies will work with Informa and DCJS to test the system work flows to ensure we have identified and corrected any issues that may develop. The testing period will last approximately 90 days. After the 90 days of testing, DCJS will be able to provide an actual date for rollout of the new system to all the agencies and academies.

Members of the Committee on Training asked several questions related to the new system. In response to the questions Mr. Smith shared the process for selecting the two academies that will be in training and will speak with the vendor regarding compatibility with the state's Learning Management System.

Mr. Smith then introduced Mr. Derrick Mays, Accreditation Manager, to provide a brief overview of the Virginia Law Enforcement Professional Standards Commission (VLEPSC). Mr. Mays provided information about the program and the benefit of the program. Mr. Mays also provided a breakdown of the Sheriff Offices and Police Departments that are currently accredited.

4. **Old Business.**

Colonel Russell stated there was no old business.

5. **New Business.**

- a. **Curriculum Review Committee Membership** – Ms. Peterson-Wilson identified new candidates for the Law Enforcement, Dispatcher Curriculum Review Committee and the Department of Corrections. Chief Wright moved to accept the recommendation. Chief Chapman seconded the motion. The motion passed unanimously.
- b. **Demonstration: Virginia Criminal Justice Training Reference Manual** – Ms. Peterson-Wilson provided information on the benefits on the new online Manual and she also provided a brief demonstration. Members of the Committee on Training asked, when will the new manual be available and how were the members notified of the new online version of the manual. Ms. Peterson-Wilson said the manual would be live on December 8, 2017, an email was sent out to all the Academy Directors about the manual and information will be posted on the DCJS website.
- c. **Certified Crime Prevention Community re-certification Application Review City of Newport News, VA** - Mr. Arrington, Crime Prevention Program Manager, briefed the Committee on the status of the re-certification application for the City of Newport News and recommended the committee's approval.
- d. **Certified Crime Prevention Community re-certification Application Review Fairfax County, VA** - Mr. Arrington, Crime Prevention Program Manager, briefed the Committee on the status of the re-certification application for Fairfax County and recommended the committee's approval.
- e. **Certified Crime Prevention Campus re-certification Application Review – Virginia Commonwealth University** - Mr. Arrington, Crime Prevention Program Manager, briefed

the Committee on the status of the re-certification application for Virginia Commonwealth University and recommended the committee's approval.

- f. **Certified Crime Prevention Campus re-certification Application Review – University of Richmond** - Mr. Arrington, Crime Prevention Program Manager, briefed the Committee on the status of the re-certification application for University of Richmond and recommended the committee's approval.

Colonel Bobby Russell stated that these items require a vote in order to transfer them to the Board today. Colonel Russell asked the members of the Committee on Training for a motion for Crime Prevention Campus re-certification for Virginia Commonwealth University and the University of Richmond. Ms. Mary Biggs moved to accept the recommendations. Sheriff Vanessa Crawford seconded the motion. The motion passed unanimously.

Colonel Russell stated there are re-certifications for Crime Prevention Communities and he asked for a motion for both Newport News and Fairfax County. Ms. Mary Biggs moved to accept the recommendations. Chief Kelvin Wright seconded the motion. The motion passed unanimously.

6. **Summary of Public Comment.**

Ms. Joell Kight, President Elect of Virginia Association of Public-Safety Communications Officials and Communications Manager of Fauquier County Sheriff's Office, wanted to thank Barbara Peterson-Wilson for keeping them engaged and accepting their input, for providing them with the best continuous assistance and involvement and connection with their group so they can continue to provide the best possible service to their first responders, businesses and citizens.

Colonel Russell thanked Ms. Kight for being there and her kind words.

7. **Next Meeting.**

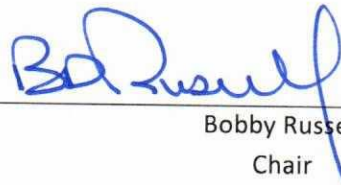
The next meeting of the COT will be held on Thursday, March 22, 2018 at 10:00 a.m.

8. **Adjournment.**

The meeting adjourned at 10:45 a.m.

A motion for adjournment was made by Chief Chapman, and seconded by Ms. Carrera. The motion passed unanimously.

Approved:



Bobby Russell
Chair

5.10.18

Date