



# COMMONWEALTH of VIRGINIA

## *Department of Criminal Justice Services*

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

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### **Criminal Justice Services Board Grants Committee Meeting (Virtual Meeting)**

September 28, 2023

#### ***Members Present***

Chief Craig Branch, Chair  
Ebony Clark  
\* Kristi Wright (proxy for Ed  
Macon)  
Sheriff Brian Hieatt  
Maria Jankowski  
Abbey Philips

#### ***Members Absent***

Officer Bennie Evans, Jr.  
Edward Macon

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

Chief Craig Branch called the meeting to order at 11:03 AM

#### **II. Roll Call**

Chief Branch asked DeAndrea Williams to conduct the Roll Call. DeAndrea stated there was a quorum with six members present. Officer Bennie Evans, Jr. and Edward Macon were not available to attend.

#### **III. Introductions**

Chief Branch opened the floor for any brief remarks.

#### **IV. Approval of Minutes from Last Meeting**

Chief Branch called for corrections, deletions, and/or additions to the minutes from the June 1, 2023 meeting. A motion was made by Ebony Clark to approve the minutes and was seconded by Sheriff Brian Hieatt.

## V. Grant Review

### a. American Rescue Plan Act (ARPA) – Remaining Fund Distribution – Law Enforcement Grants and Programs Section, Nicole Phelps

Included in the State Budget for Fiscal Year 2023, was an allocation of \$75 million in American Rescue Plan Act (ARPA) funds for the Department “*to make one-time grants to state and local law enforcement agencies located in the Commonwealth, including colleges and universities, local and regional jails, for the purpose of training and purchasing equipment and supplies to support law enforcement related activities, excluding equipment from which one-time equipment grants were appropriated from the General Assembly in item 406 chapter 552 of the 2021 Acts of the Assembly.\* Of the amount provided, no less than \$60,000,000 shall be provided for the support of local law enforcement agencies.*”

\*The item 406 exception to ARPA funding refers to the state funding of \$6.5 million allocated to support Body Worn Cameras and related equipment needs.

As a result of this allocation, the Department made funds available to local law enforcement agencies, college and university police departments, and regional and local jails through the ARPA Law Enforcement Equipment Grant Program.

Through previous funding opportunities, the Department awarded and obligated approximately \$73 million of the appropriated amount above. This proposed budget of \$1,993,000 would award additional funds to sixty-seven (67) localities (53 counties and 14 towns). This distribution utilizes the same criteria used in the first distribution which included financial stress, number of law enforcement officers, and arrest response.

This opportunity focuses on counties with a population below 25,000 and towns with a population below 1,000. In the previous funding opportunities, localities with a population less than 1000 were only eligible for a minimum award of \$10,000. The current awards would be added to each localities existing award and would maintain the same award end date of June 30, 2024.

Counties and towns that previously declined funds were not included in this proposed budget. Goochland County and the towns of Courtland, La Crosse and White Stone were removed.

DCJS staff requested approval to fund sixty-seven (67) awards, totaling \$1,993,000 through the DCJS ARPA Law Enforcement Equipment Grant Program.

After much discussion, a motion was made by Sheriff Brian Hieatt, seconded by Kristi Wright (proxy for Ed Macon). The motion passed by majority vote. Ebony Clark and Abbey Philips voted against the motion. Recusals are noted in the attachment to the minutes.

**b. Coronavirus Emergency Supplemental Funding – Law Enforcement Grants and Programs Section, Nicole Phelps**

The Coronavirus Emergency Supplemental Funding Grant (CESF) Program made federal funds available to assist eligible applicants in preventing, preparing for, and responding to the coronavirus. Virginia received an initial award of \$10.8 million. Most of those funds were made available and disbursed in two prior funding opportunities to a variety of entities, including local and state agencies, non-profit organizations, and colleges and universities.

Staff is proposing that the remaining \$1.1 million be awarded to the twenty-two (22) Virginia regional jails. Each facility would be eligible for up to \$50,000. This is a non-competitive award, which will provide additional funding to assist Virginia’s regional jails with meeting their safety and other organizational needs as they continue and prepare to deal with the effects of the coronavirus.

If approved, applications would be submitting in OGMS documenting proposed purchases of qualified personal protective equipment (PPE), cleaning supplies and other related equipment.

The grant period for these awards would be from November 1, 2023 – January 31, 2024.

No applications were denied.

DCJS staff requested approval to fund 22 awards, totaling \$1,100,000 through the 2023 Coronavirus Emergency Supplemental Funding Grant Program.

A motion was made by Ebony Clark, seconded by Maria Jankowski. The motion passed unanimously. Recusals are noted in the attachment to the minutes.

**c. Forfeited Asset Sharing Program – Director’s Office, John Colligan**

In November 1990, the citizens of Virginia amended the Constitution of Virginia to allow the General Assembly to adopt laws creating a process to allow local law enforcement agencies to seizure of monies, property, and goods connected with the illegal distribution of narcotics.

According to [§ 19.2-386.22](#) of the *Code of Virginia*, all money and property used in substantial connection with the manufacture, sale or distribution of an illegal narcotic can be seized by a law enforcement agency. With the enactment of these laws came the establishment of the Forfeited Asset Sharing Program. The Forfeited Asset Sharing Program is governed by [§ 19.2-386.1-14](#) of the *Code of Virginia*. Assets are forfeited to the Commonwealth of Virginia and processed through the Virginia Department of Criminal Justice Services (DCJS). DCJS is allowed to retain 10% of forfeited assets to administer the program. Administrative funds in excess of those needed to operate the program may be distributed to support law enforcement activities in Virginia. This

request is to award funding from the administrative portion of FASP to fund law enforcement training sponsored by the Virginia Association of Chiefs of Police.

The Virginia Association of Chiefs of Police conducts leadership education programs to “cultivate and develop leaders at different stages throughout their law enforcement career”. The trainings identified for these purposes include First Line Supervisors Training; Institute for Leadership in Changing Times (ILCT); Professional Executive Leadership School (PELS); and New Chiefs/Deputy Chiefs Training.

In accordance with the allowable uses of these funds, DCJS requests approval to award **\$23,780** from the FASP administrative fund to attend training programs sponsored by the Virginia Association of Chiefs of Police. These funds will be used to support ten full scholarships to small or underfunded law enforcement agencies to attend law enforcement training programs.

After much discussion, a motion was made by Sheriff Brian Hieatt, seconded by Kristi Wright (proxy for Ed Macon). Maria Jankowski and Chief Craig Branch abstained from voting. Ebony Clark and Abbey Philips voted against the motion. The motion deadlocked and could not move forward. Recusals are noted in the attachment to the minutes.

**d. Comprehensive Community Corrections Pretrial Services Act Grant Adjustments – Adult Justice Programs Section, Jennifer MacArthur**

The Department of Criminal Justice Services (DCJS) would like to notify the Criminal Justice Services Board Grants Committee of an additional award to the Comprehensive Community Corrections Act for Local-Responsible Offenders (CCCA) and the Pretrial Services Act (PSA) agencies for FY24 salary increases.

DCJS administers general appropriation funds designated for the purpose of supporting the CCCA/PSA as discretionary grants to local units of government. There are currently 37 CCCA/PSA agencies that receive level grant funding from DCJS to support local probation and pretrial services. During the March 2023 CJSB Grants Committee meeting, the committee approved total FY24 CCCA/PSA awards of \$30,136,780.

The 2023-2024 biennial budget included funds to increase the base salary of full-time, state funded CCCA/PSA employees by five percent effective July 1, 2023. Using the salaries reported in the FY24 grant applications, DCJS calculated that the increases will total \$1,113,192. The Department of Planning and Budget (DPB) provided the funding to cover the increases for the full-time, state funded CCCA/PSA employees.

The 2024 budget that was just signed by the Governor, includes an additional two percent salary increase for full-time, state funded CCCA/PSA employees effective December 1, 2023. DCJS calculates that this will be an additional \$272,732 to fund

these salary increases. DCJS is currently waiting for DPB to notify us of the additional funding they will provide for these increases. Once DCJS receives that amount, it will calculate how much each agency will receive up to \$272,732.

The material presented was for information purposes only and did not require a vote.

**e. Sexual Assault Services Program – Victim Services Section, Andi Martin**

The purpose of the Sexual Assault Services Program (SASP) is to support the establishment, maintenance, and expansion of rape crisis centers and other nongovernmental or tribal programs and projects to assist individuals who have been victimized by sexual assault, without regard to the age of the individual (34 U.S.C. §12511(b)(2)(B)). SASP funding originates from the U.S. Department of Justice’s Office on Violence Against Women.

This Calendar Year (CY) 2024 funding is a one-time competitive funding opportunity for a 12-month grant, with the possibility of two, level-funded continuation grants for calendar years 2025 and 2026 if funding is available. DCJS received 31 applications with requests totaling \$1,342,909.00. The requests for funds from the applicants exceeded the funds available to award by \$352,312.00.

Applications were scored separately by two DCJS staff members. All 31 applications are recommended for funding, however; all are recommended at decreased amounts due to the lack of available funding, how their applications scored, and unallowable items in some of the budgets.

DCJS staff requested approval to fund 31 projects for the 12-month period (1/1/2024–12/31/2024), totaling \$990,597.00, using federal SASP funds designated for this purpose.

A motion was made by Ebony Clark, seconded by Maria Jankowski. The motion passed unanimously. Recusals are noted in the attachment to the minutes.

**f. Virginia STOP Violence Against Women Act – Victim Services Section, Tierra Williams**

The VSTOP Grant Program is supported by federal Violence Against Women Act (VAWA) funds through the U.S. Department of Justice Office on Violence Against Women (OVW). The goals of the VSTOP program are to promote a coordinated, multidisciplinary approach to improving the criminal justice system's response to violent crimes against women; to encourage the development and strengthening of effective law enforcement and prosecution strategies to address violent crimes against women; and the development and strengthening of victim services in cases involving violent crimes against women.

Within the CY 2024-2025 funding opportunity, guidelines were drafted to conduct a comprehensive evaluation of long-standing VSTOP projects as well as offer a competitive application process to new applicants. The funding opportunity was open to current CY 2023 recipients under the VSTOP Grant Program, and new applicants were eligible to apply under two priority areas dedicated to increasing access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking. Applications were received via the DCJS On-Line Grants Management System (OGMS) and received a comprehensive review based on elements indicated within the grant guidelines. DCJS received 79 applications under this funding opportunity, and three were deemed ineligible to apply. Two continuation applicants formally indicated their intent not to apply (Commonwealth's Attorneys' Services Council and George Mason University). DCJS staff reviewed 76 eligible applications.

Due to the availability of funding, no applications were denied for funding.

DCJS staff requested approval to fund 76 projects for the 24-month period (1/1/2024-12/31/2025), totaling \$8,211,923, using federal STOP funds and program-provided matching funds allocated for this purpose. The total award is comprised of \$6,656,189 in federal STOP funds and \$1,555,734 of local matching funds

After much discussion, a motion was made by Ebony Clark, seconded by Abbey Philips. Kristi Wright (proxy for Ed Macon) and Maria Jankowski abstained from voting. The motion passed by majority vote. Recusals are noted in the attachment to the minutes.

**g. American Rescue Plan Act Funding to the Virginia Sexual and Domestic Violence Action Alliance Grant Adjustment – Victim Services Section, Kristina Vadas**

Since State Fiscal Year (SFY) 2022, American Rescue Plan Act (ARPA) funding has been allocated to DCJS to support services to victims of crime, especially for services to victims of sexual and domestic violence. One of the recipients of this funding is the Virginia Sexual and Domestic Violence Action Alliance (Alliance), a statewide nonprofit coalition of sexual and domestic violence agencies and survivors. ARPA funding currently supports the Alliance's operation of the toll-free, statewide family violence and sexual assault hotline, as well as a legal services program for survivors.

In the recently amended state budget, specific language is included that directs additional ARPA funds to the Alliance. It reads:

*...to include at least \$190,000 in nongeneral funds the second year for the contract with the Virginia Sexual and Domestic Violence Action Alliance for the management and operation of statewide crisis services to survivors of sexual and domestic violence through a designated confidential hotline that includes a virtual platform and is linked to the network of local sexual and domestic violence service providers.*

DCJS will therefore increase the Alliance's current SFY 2024 ARPA award by \$190,000, to a total of \$689,517, using ARPA funds allocated for this purpose.

The material presented was for information purposes only and did not require a vote.

**VI. Old Business**

No Old Business was brought forth at this meeting.

**VII. New Business**

No New Business was brought forth at this meeting.

**VIII. Public Comment**

No Public Comment was brought forth at this meeting.

Abbey Philips provided comments that this would be her last Grants Committee meeting.

**IX. Announcements**

Chief Branch announced the future meeting dates: November 20, 2023 at 11am at DCJS.

**X. Adjourn**

The meeting adjourned at 12:16pm. A motion was made by Maria Jankowski, seconded by Ebony Clark. The motion passed unanimously.

### **Recusals**

(If there are any additional Recusals, please email them to DeAndrea Williams at  
DeAndrea.Williams@dcjs.virginia.gov)

#### **Kristi Wright**

- VSTOP - Grant # 517800 - Supreme Court