



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

*March 28, 2024, 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  
Mr. Jagdish Katyal, Jr.  
Chief Jeffrey Katz  
LTC Kirk Marlowe, Proxy for COL Gary Settle

### **Members Absent**

Ms. Maria Jankowski  
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**

Sheriff C. O. Balderson made the motion, seconded by Chief Jeffrey Katz, to accept the minutes of the January 18-19, 2024, meeting of the Executive Committee. *Abstention: Chief Maggie DeBoard (as she was not present at the meetings).* The motion passed.

### **III. Comprehensive Community Corrections Act/Pretrial Services Act Grants (CCCA/PSA) One Time Funding Requests**

Chief DeBoard made the motion, seconded by Chief Katz, to accept the recommendations of DCJS staff and approve the 11 Comprehensive Community Corrections Act/Pretrial Services Act Grant (CCCA/PSA) applications totaling \$272,927. *Recusal: Chief Katz.* The motion passed.

### **IV. Old Business**

There was no old business to be discussed.

### **V. New Business**

#### **Decertification – Mr. Terrell Fields, formerly with the Newport News Police Department**

Chairman Branch called on Ms. Cathie Hutchins from the Office of the Attorney General (OAG) to give a summary of Mr. Fields' certification status and to present the facts resulting in his decertification as a law enforcement officer from the Newport News Police Department. Mr. Fields was decertified pursuant to clause (B)(iii) of § 15.2-1707 and § 18.2-5702 of the *Code of Virginia*.

The Executive Committee also heard from representatives from the Newport News Police Department.

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

Once the Executive Committee had concluded its closed session, Mr. Katyal made a motion, seconded by Chief DeBoard, 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. Katyal made the motion, seconded by Sheriff Balderson that the Executive Committee sustain the decertification of Mr. Fields as the evidence presented supported the allegation of a violation of state or federal law and the defendant did not provide good cause to overturn the decertification. The motion passed unanimously.

#### **Decertification – Mr. Frank Winston, formerly with the Manassas Park Police Department**

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

The Executive Committee also heard from Mr. Winston’s counsel as well as representatives from the Manassas Park Police Department.

Mr. Katyal made a motion, seconded by LTC Kirk Marlowe that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Winston 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. Katyal made the motion, seconded by Chief DeBoard that the Executive Committee voted to sustain the decertification of Mr. Winston as there was evidence presented indicating there was a violation of state or federal law; and, in the performance of his duties, Mr. Winston called into question his honesty and integrity. The motion passed unanimously.

#### **Decertification – Ms. Isabella Mullen, formerly with the Fairfax County Police Department**

Chief DeBoard recused herself from this decertification appeal as the legal counsel for Ms. Mullen is also representing her in a separate personal matter.

Chairman Branch called on Ms. Hutchins (OAG) to give a summary of Ms. Mullen’s certification status and to present the facts resulting in her decertification as a law enforcement officer from the Fairfax

County Police Department. Ms. Mullen was decertified pursuant to clause (B)(vi) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Ms. Mullen counsel as well as representatives from the Fairfax County 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 Ms. Mullen 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.

Mr. Katyal made the motion, seconded by Sheriff Balderson, that the Executive Committee vote to overturn the decertification of Ms. Mullen for her showing good cause to be reinstated. The motion passed unanimously.

#### **Decertification – Mr. Carter Cash, formerly with the Fauquier County Sheriff’s Office**

Chairman Branch called on Ms. Hutchins (OAG) to give a summary of Mr. Carter Cash’s certification status and to present the facts resulting in his decertification as a law enforcement officer from the Fauquier County Sheriff’s Office. Mr. Cash was decertified pursuant to clause (B)(iii) of § 15.2-1707 and (B)(vi) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Mr. Cash’s counsel as well as representatives from the Fauquier County Sheriff’s Office.

Mr. Katyal made the motion, seconded by Chief Katz, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Cash 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. Katyal made the motion, seconded by Sheriff Balderson that the Executive Committee vote to sustain the decertification of Mr. Cash as the evidence presented indicated he violated state/federal law, and he did not provide good cause to overturn his decertification. The motion passed unanimously.

#### **Decertification – Mr. Marcus Schreiber, formerly with the Appomattox County Sheriff’s Office**

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

The Executive Committee also heard from Mr. Schreiber's counsel as well as representatives from the Appomattox County Sheriff's Office.

Mr. Katyal made the motion, seconded by Chief Katz, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Schreiber 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. Katyal made the motion, seconded by Sheriff Balderson that the Executive Committee vote to sustain the decertification of Mr. Schreiber as he engaged in activities that compromised his honesty, integrity and credibility. The motion passed unanimously.

**Public Comment**

There was no public comment.

**VI. Adjournment**

The meeting was adjourned at 4:33 p.m. The next meeting will take place on May 16-17, 2024.