



**Criminal Justice Services Board  
Nominations and Appointment Subcommittee**

Virginia General Assembly Building  
201 North 9<sup>th</sup> Street  
4<sup>th</sup> Floor West Conference Room  
Richmond, Virginia 23219

**FINAL MINUTES**

December 11, 2014 Meeting

**Members Present**

Mr. Charles Ciccotti  
Sheriff Vanessa Crawford  
Mr. Edward M. Macon

**Members Absent**

Ms. Karen Brown  
Mr. Richard C. Vorhis

- 1. Meeting Called to Order:** Chairman Charles Ciccotti called the meeting to order at 10:32 a.m.
- 2. Acceptance of Meeting Minutes:** Mr. Macon moved to accept the minutes from the June 12, 2014 quarterly meeting. Sheriff Crawford seconded the motion. With no objections, the minutes were unanimously approved.
- 3. Public Comment:** Private Security Services Advisory Board Chairman Dan Schmitt addressed the Board and offered his support of the process. Mr. Schmitt advised that the Board was not familiar with any of the applicants being considered.
- 4. Private Security Services Advisory Board Candidates:**  
Private Security Services Advisory Board Vacancy;  
Private Security Services Business Representative: The subcommittee received a total of 10 applications for two (2) Private Security Services Business Representative seats on the PSSAB.

5. **Closed Session:** Chairman Charles Ciccotti motioned that the that the Nominations and Appointments Subcommittee of the Criminal Justice Services Board go into a closed meeting pursuant to *Virginia Code § 2.2-3711(A)1* for the discussion and consideration of prospective candidates for appointment to t the Private Security Services Advisory Board . The motion was seconded by Sheriff Crawford and the subcommittee went into a closed meeting.

6. **Reconvened Session:** Closed Meeting Certification

Chairman Charles Ciccotti motioned that the Nominations and Appointments Subcommittee of the Criminal Justice Services Board certify by a recorded vote that, to the best of each member’s knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed or considered in the closed meeting. The motion was seconded by Sheriff Crawford and approved by a unanimous vote. Recorded Affirmative Votes: Chairman Charles Ciccotti, Sheriff Vanessa Crawford; Mr. Edward Macon.

7. **Private Security Services Advisory Board Recommendation:**

On a motion by Sheriff Crawford and seconded by Mr. Macon, the subcommittee voted unanimously to recommend the following individuals for appointment to the Private Security Services Advisory Board:

- Mr. Eric Pohland, Coastal International Security, Inc.
- Ms. Ann Trinca, SekTek, Inc.

On a motion by Mr. Macon and seconded by Sheriff Crawford, the subcommittee voted unanimously to recommend the appointment term for both individuals expire on June 30, 2016 with the opportunity to apply for reappointment.

8. **Adjournment:** The subcommittee adjourned at 10:52 a.m.