



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

*September 23, 2022, at 10:00 a.m.*

*The meeting took place at DCJS, 1100 Bank Street, Richmond, Virginia  
in the 12th floor Conference Room*

### ***Members Present***

Sheriff C. O. Balderson  
Chief Maggie DeBoard  
Chief Craig Branch, Chair  
Ms. Maria Jankowski  
Mr. Jagdish Katyal  
Chief Jeffrey Katz  
Lt. Col. Kirk Marlowe, Proxy for Colonel Gary Settle  
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. New Business**

#### **Decertification – Mr. Stephan'o Blakely - Hampton Roads Regional Jail**

Chairman Branch called on Ms. Cathie Hutchins of the Office of the Attorney General, to give a summary of Mr. Blakely's certification status and to present the facts resulting in his decertification as a law-enforcement officer from the Hampton Roads Regional Jail. Mr. Blakely was decertified pursuant to clause (B)(vi) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Mr. Blakely.

Vice-Chair Bryan Porter made a motion, seconded by Chief Jeffrey Katz, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Blakely with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Vice-Chair Porter 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.

Vice-Chair Porter made the motion, seconded by Chief DeBoard, that the Executive Committee uphold the decertification of Mr. Blakely as a law-enforcement officer. The motion passed unanimously.

**Decertification – Ms. Alexis Douglas - Arlington Police Department**

Chairman Branch called on Ms. Hutchins, to give a summary of Ms. Douglas’s certification status and to present the facts resulting in her decertification as a law-enforcement officer from the Arlington Police Department. Ms. Douglas was decertified pursuant to clause (B)(vi) of § 15.2-1707 of the *Code of Virginia*.

The Executive Committee also heard from Ms. Douglas and her counsel.

Vice-Chair Bryan Porter made a motion, seconded by Chief Katz, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Ms. Douglas with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Vice-Chair Porter 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.

Vice-Chair Porter made the motion, seconded by Sheriff Balderson, that the Executive Committee reinstate Ms. Douglas as a law-enforcement officer. The motion passed unanimously.

**Decertification – Mr. Sean Maddox, Chesapeake Police Department**

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

The Executive Committee also heard from Mr. Maddox and his counsel.

Vice-Chair Porter made a motion, seconded by Chief DeBoard, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Maddox with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Vice-Chair Porter 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.

Vice-Chair Porter made the motion, seconded by Chief Katz, that the Executive Committee uphold the decertification of Mr. Maddox as a law-enforcement officer. The motion passed unanimously.

**Decertification – Mr. Claudio Saa, Herndon Police Department**

Chief DeBoard recused herself from this hearing and left the room.

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

The Executive Committee also heard from Mr. Saa and his counsel. More documentation was presented by counsel that had not been previously reviewed by the Executive Committee members.

Vice-Chair Porter made a motion, seconded by Mr. Katyal, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Saa with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Vice-Chair Porter made a motion, seconded by Sheriff Balderson, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. Members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Vice-Chair Porter made the motion, seconded by Mr. Katyal, that the Executive Committee defer a decision on this appeal until the next meeting of the Executive Committee to allow time to review additional information received by counsel. The motion passed unanimously.

**III. Public Comment**

There was no public comment.

**IV. Next Meetings**

The next meeting date of the Executive Committee is scheduled for October 13, 2022, at 2:00 p.m.

**V. Adjournment**

The meeting adjourned at 3:32 p.m.