



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

*January 19, 2023, 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 Craig Branch, Chair  
Chief Maggie DeBoard  
Ms. Maria Jankowski  
Mr. Jagdish Katyal, Jr.  
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. Approval of Minutes**

Chief Jeffrey Katz made the motion, seconded by Chief Maggie DeBoard, to accept the minutes of the September 22-23, 2022, meetings of the Executive Committee with one change, which was to remove Sheriff Balderson's name from members present. The motion passed unanimously.

### **III. Old Business**

There was no old business to discuss.

### **IV. New Business**

#### **Decertification – Mr. Brandon Robinson – Prince George County Police Department**

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

The Executive Committee also heard from representatives from the Prince George Police Department as well as Mr. Robinson and his counsel.

Mr. Bryan Porter made a motion, seconded by Sheriff C. O. Balderson, that the Executive Committee meet in closed session for the purpose of discussing the decertification of Mr. Robinson with legal counsel. The motion passed unanimously.

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Mr. Jagdish Katyal, 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. Porter made the motion, seconded by Mr. Katyal, that the Executive Committee uphold the decertification of Mr. Robinson as a law enforcement officer. Opposed: Ms. Maria Jankowski. The motion passed.

**Decertification – Mr. Miles Davis – Nelson County Sheriff’s Office**

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

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

The Executive Committee also heard from representatives from the Nelson County Sheriff’s Office as well as Mr. Davis.

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

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Mr. Katyal, 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. Porter made the motion, seconded by Mr. Katyal that the Executive Committee reinstate the certification of Mr. Davis as a law enforcement officer. The motion passed unanimously.

**Decertification – Mr. Kyle Mann-Smith – Henrico County Sheriff’s Office**

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

The Executive Committee also heard from representatives from the Henrico County Sheriff’s Office as well as Mr. Mann-Smith.

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

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Mr. Katyal, 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. Porter made the motion, seconded by Mr. Katyal, that the Executive Committee uphold the decertification of Mr. Robinson as a law enforcement officer. The motion passed unanimously.

**V. Public Comment**

There was no public comment.

**VI. Adjournment**

The meeting adjourned 2:23 p.m.