

# COMPENSATION BOARD DOCKET #24/07

## January 25, 2024

### 307-24-07: SHERIFFS & REGIONAL JAILS

#### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WASHINGTON COUNTY	SHERIFF	Officer, through the County Attorney for Washington County, requests in accordance with §15.2-1711, to reimburse Washington County for two-thirds of the cost of defense counsel expenses paid to Glenn Feldman Darby & Goodlatte, PC (total \$59,721.99) for legal representation of former Deputy Sheriff Troy Hinchey in the criminal case of Commonwealth of Virginia v. Troy Ancel Hinchey, Case No. CR23000126-00 in Washington County Circuit Court. Mr. Hinchey was found by a jury to be not guilty. Pursuant to the provisions of §15.2-1711, Washington County paid the expenses incurred for reasonable legal fees and expenses in the defense of Mr. Hinchey, and seeks reimbursement for two-thirds of such fees and expenses, in the amount of \$39,814.66.		\$39,814.66	The Compensation Board approved reimbursement of expenses incurred in the amount of \$39,814.66 in accordance with §15.2-1711 <u>Code of Virginia</u> .

# 307-24-07: SHERIFFS & REGIONAL JAILS

## NEW BUSINESS:

### CONSENT DOCKET

LOCALITY	OFFICER	REQUEST	TOTAL COST	COMPENSATION BOARD ACTION
VARIOUS	SHERIFFS/ SUPERINTENDENTS	January 23, 2024 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.	\$0.00	Approved per the Compensation Board's FY24 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
087	307	Henrico County	1/24/2024	Vacancy Savings	Office Expense	\$383,109.13	\$383,109.13
165	307	Rockingham County	1/24/2024	Vacancy Savings	Office Expense	\$68,356.00	\$68,356.00
175	307	Southampton County	1/24/2024	Vacancy Savings	Temporary Expense	\$30,000.00	\$10,000.00
175	307	Southampton County	1/24/2024	Vacancy Savings	Office Expense	\$0.00	\$20,000.00
405	307	Albemarle/Charlottesville Regional Jail	1/24/2024	Vacancy Savings	Temporary Funds	\$36,514.48	\$36,514.48
435	307	PR WM Manassas Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$133,067.03	\$133,067.03
450	307	Rappahannock Security Center	1/24/2024	Vacancy Savings	Office Expense	\$201,428.24	\$201,428.24
455	307	Western Tidewater Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$68,496.39	\$68,496.39
460	307	Pamunkey Regional Jail	1/24/2024	Office Expense	Temporary Funds	\$27,427.87	\$27,427.87
465	307	Riverside Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$248,043.61	\$248,043.61
470	307	Virginia Peninsula Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$169,839.25	\$169,839.25
475	307	Hampton Roads Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$563,897.43	\$563,897.43
480	307	New River Valley	1/24/2024	Vacancy Savings	Temporary Expense	\$308,961.05	\$308,961.05
485	307	Blue Ridge Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$295,252.28	\$295,252.28
491	307	Southside Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$164,415.56	\$164,415.56
492	307	Southwest Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$187,556.07	\$187,556.07
493	307	Middle River Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$191,265.52	\$112,071.52
493	307	Middle River Regional Jail	1/24/2024	Vacancy Savings	Temporary Expense	\$0.00	\$79,194.00
494	307	Western Virginia Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$119,798.07	\$119,798.07
495	307	Meherrin River Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$307,789.29	\$307,789.29
496	307	RSW Regional Jail	1/24/2024	Vacancy Savings	Office Expense	\$62,897.23	\$62,897.23
550	307	Chesapeake City	1/24/2024	Vacancy Savings	Office Expense	\$120,240.13	\$120,240.13
650	307	Hampton City	1/24/2024	Vacancy Savings	Office Expense	\$298,483.98	\$298,483.98
710	307	Norfolk City	1/24/2024	Vacancy Savings	Temporary Expense	\$120,226.59	\$120,226.59
770	307	Roanoke City	1/24/2024	Vacancy Savings	Temporary Expense	\$82,845.53	\$82,845.53
		<b>Totals</b>				<b>\$4,189,910.73</b>	<b>\$4,189,910.73</b>

772-24-07: COMMONWEALTH’S ATTORNEYS  
NEW BUSINESS:

LOCALITY	OFFICER	REQUEST	CONSENT DOCKET	TOTAL COST	COMPENSATION BOARD ACTION
VARIOUS	COMMONWEALTH'S ATTORNEYS	January 23, 2024 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.		\$0.00	Approved per the Compensation Board's FY24 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

Office Code	FIPS	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
033	772	Caroline County	January 22, 2024	Vacancy Savings	Temporary Funds	\$27,347.47	\$10,000.00
033	772	Caroline County	January 22, 2024	Vacancy Savings	Office Expense	\$0.00	\$17,347.47
085	772	Hanover County	January 22, 2024	Vacancy Savings	Office Expense	\$50,514.89	\$50,514.89
125	772	Nelson County	January 9, 2024	Vacancy Savings	Temporary Funds	\$27,347.47	\$27,347.47
		Totals				\$105,209.83	\$105,209.83

GILES COUNTY	COMMONWEALTH'S ATTORNEY	January 11, 2024 - Officer requests to transfer Office Expense funds in the amount of \$4,477.00 to equipment of fund the cost of a copier.	\$0.00	Approved per the Compensation Board's FY24 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
		The officer states the County of Giles agrees to fund the Stressed Cost of this purchase. The Officer also states that he understands that reimbursement for this item must be claimed in the COIN system no later than the May payroll reimbursement process.		The Compensation Board notes that equipment funds must be requested for reimbursement no later than the May, 2024 payroll reimbursement request.

Office Code	Locality Name	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
071	Giles County	Copier	1	\$4,477.00	\$4,477.00	1	4,000.00	\$4,000.00	\$3,055.60
		Grand Total		\$4,477.00	\$4,477.00		4,000.00	\$4,000.00	\$3,055.60

## 773-24-07: CIRCUIT COURT CLERKS

### NEW BUSINESS:

#### CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	CIRCUIT COURT CLERKS	January 23, 2024 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.	\$0.00	Approved per the Compensation Board's FY24 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
021	773	Bland County	January 22, 2024	Vacancy Savings	Office Expense	\$30,982.45	\$30,982.45
057	773	Essex County	January 19, 2024	Vacancy Savings	Office Expense	\$28,314.19	\$28,314.19
081	773	Greenville County	January 17, 2024	Vacancy Savings	Temporary Funds	\$15,414.15	\$15,414.15
		<b>Totals</b>				<b>\$74,710.79</b>	<b>\$74,710.79</b>

GREENSVILLE COUNTY	CIRCUIT COURT CLERK	January 17, 2024 - Officer requests to transfer Base Temporary funds in the amount of \$2,542 to pos. 00003, DCI currently \$39,433 to be \$41,975, based on Compensation Board policy for a new hire.  Staff notes: this office does not have any unfunded positions.	\$0.00	The Compensation Board approved a transfer of \$2,542 from base Temporary Salaries funds to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. The action will result in a reduction in the officer's base Temporary Salaries budget in the current fiscal year as well as subsequent fiscal years.
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FIPS	Office Code	Locality Name	Request Date	To Position	Class Code	From Category	Current Salary	Salary Requested	Base Amount Approved	FY24 Pro Rated Amount Approved
081	773	Greenville County	January 17, 2024	pos. 00003	DCI	Temporary	\$39,433.00	\$41,975.00	\$2,542.00	\$1,059.17

## 771-24-07: COMMISSIONERS OF THE REVENUE NONE.

## 774-24-07: TREASURERS NONE.

## OTHER MATTERS

### NEW BUSINESS:

			REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #24/06, #24/07.1	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Regular monthly meetings are Thursday, February 22, 2024 at <b>11:30 a.m.</b> and Thursday, March 28, 2024 at 11:00 a.m.	N/A	Confirmed.
3.	FY25 BUDGET PRIORITIES	COMPENSATION BOARD	Staff presents FY25 draft budget priorities.	N/A	Approved.
4.	FY24 VARISK LIABILITY WITHHOLDING UPDATE	COMPENSATION BOARD	Staff seeks approval to update the payroll reimbursement recovery for the cost of General Liability coverage in the VARISK program for FY24 for the Bristol City sheriff's office. On request of staff, the DRM contracted actuary provided updated coverage cost information for this office based upon the closure of the sheriff-run jail at the end of FY22, after cost information was formulated for the current biennium. Staff seeks approval to change the recovery amount for general liability for this office from \$53,212 to \$19,820 in FY24.	N/A	Approved.
5.	TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	<p><b>Collections:</b> FY24 collections for July through December totaled \$2,586,858, a decrease of 11.5% compared to the same period of collections in FY23.</p> <p><b>Expenditures:</b> FY24 year-to-date Clerks' expenditures through 1/25/2023 totaled \$1,403,386.91 or 15.7% of budgeted Technology Trust Funds.</p> <p><b>Projections:</b> Based on current collections to date, FY24 TTF total collections would be approximately \$5.17 million, a decrease of 6.73% compared to FY23 collections.</p>	N/A	Noted.

**CLOSED MEETING  
COMPENSATION BOARD DOCKET #24/07  
January 25, 2024**

**NO CLOSED MEETING.**

1) **MOTION FOR “CLOSED MEETING” by Chairman Jeffrey Palmore. (\_\_\_\_\_ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

**MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.**  
(\_\_\_\_\_ seconded the motion.)

Jeffrey Palmore, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Staci Henshaw, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**AND**

**MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (\_\_\_\_\_ seconded the motion.)**

Jeffrey Palmore, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Staci Henshaw, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.**

## FOR YOUR INFORMATION NONE.

Public Body: Compensation Board  
Date: January 25, 2024  
Time: 11:30 a.m.  
Location: Compensation Board Conference Room  
Oliver Hill Building, 102 Governor Street  
Richmond, VA 23219  
Members: Jeffrey Palmore, Chairman (present)  
Craig Burns, Ex Officio member (present)  
Staci Henshaw, Ex Officio member (present)