

COMPENSATION BOARD DOCKET #25/07

January 30, 2025

307-25-07: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFFS/ SUPERINTENDENTS	January 28, 2025 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.	\$0.00	Approved per the Compensation Board's FY25 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
061	307	Fauquier County	1/3/2025	Vacancy Savings	Temporary	\$83,582.27	\$66,731.12
087	307	Henrico County	1/14/2025	Vacancy Savings	Office Expense	\$1,465,638.19	\$964,271.37
131	307	Northampton County	1/10/2025	Vacancy Savings	Office Expense	\$111,167.44	\$94,454.52
175	307	Southampton County	1/6/2025	Vacancy Savings	Temporary	\$68,130.44	\$12,000.00
175	307	Southampton County	1/6/2025	Vacancy Savings	Office Expense	\$0.00	\$20,000.00
181	307	Surry County	1/10/2025	Vacancy Savings	Temporary	\$34,614.89	\$18,924.63
181	307	Surry County	1/11/2025	Vacancy Savings	Temporary	\$0.00	\$10,000.00
405	307	Albemarle-Charlottesville Regional Jail	1/14/2025	Vacancy Savings	Temporary	\$102,047.67	\$102,047.67
410	307	Northwestern Regional Jail	1/15/2025	Vacancy Savings	Temporary	\$29,753.41	\$19,753.41
410	307	Northwestern Regional Jail	1/15/2025	Vacancy Savings	Office Expense	\$0.00	\$10,000.00
425	307	Central VA Regional Jail	1/15/2025	Vacancy Savings	Office Expense	\$87,598.88	\$87,598.88
430	307	Piedmont Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$128,596.83	\$128,596.83
435	307	PR WM Manassas Regional Jail	1/16/2025	Vacancy Savings	Office Expense	\$169,695.76	\$169,695.76
445	307	Rockbridge Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$76,336.07	\$76,336.07
450	307	Rappahannock Regional Jail	1/16/2025	Vacancy Savings	Temporary	\$456,408.17	\$249,312.85
450	307	Rappahannock Regional Jail	1/16/2025	Vacancy Savings	Office Expense	\$0.00	\$207,095.32
455	307	Western Tidewater Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$130,141.71	\$130,141.71
460	307	Pamunkey Regional Jail	1/15/2025	Vacancy Savings	Temporary	\$64,342.00	\$64,342.00
465	307	Riverside Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$691,131.07	\$691,131.07
470	307	Virginia Peninsula Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$194,334.46	\$194,334.46
480	307	New River Valley Regional Jail	1/14/2025	Vacancy Savings	Temporary	\$402,408.74	\$100,000.00
480	307	New River Valley Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$0.00	\$302,408.74
485	307	Blue Ridge Regional Jail	1/14/2025	Vacancy Savings	Temporary	\$341,552.40	\$41,552.40
485	307	Blue Ridge Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$0.00	\$300,000.00
492	307	Southwest Regional Jail	1/16/2025	Vacancy Savings	Temporary	\$286,208.28	\$286,208.28
493	307	Middle River Regional Jail	1/15/2025	Vacancy Savings	Temporary	\$195,324.29	\$119,559.00
493	307	Middle River Regional Jail	1/15/2025	Vacancy Savings	Office Expense	\$0.00	\$75,765.29
494	307	Western Virginia Regional Jail	1/14/2025	Vacancy Savings	Office Expense	\$111,340.28	\$111,340.28

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
495	307	Meherrin River Regional Jail	1/15/2025	Vacancy Savings	Office Expense	\$387,632.82	\$387,632.82
496	307	RSW Regional Jail	1/16/2025	Vacancy Savings	Office Expense	\$182,391.84	\$182,391.84
550	307	Chesapeake City	1/16/2025	Vacancy Savings	Temporary	\$15,575.70	\$15,575.70
590	307	Danville City	1/16/2025	Vacancy Savings	Office Expense	\$117,504.65	\$85,000.00
650	307	Hampton City	1/14/2025	Vacancy Savings	Office Expense	\$384,536.72	\$384,536.72
710	307	Norfolk City	1/14/2025	Vacancy Savings	Temporary	\$95,295.19	\$95,295.19
760	307	Richmond City	01/15/0025	Vacancy Savings	Office Expense	\$1,535,569.35	\$1,535,569.35
770	307	Roanoke City	1/14/2025	Vacancy Savings	Temporary	\$65,794.44	\$50,000.00
770	307	Roanoke City	1/14/2025	Vacancy Savings	Office Expense	\$0.00	\$15,794.44
810	307	Virginia Beach City	1/17/2025	Vacancy Savings	Office Expense	\$475,249.75	\$475,249.75
		Totals				\$8,489,903.71	\$7,880,647.47

307-25-07: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CHESAPEAKE CITY	SHERIFF	January 23, 2025 - Officer requests a one-time transfer of \$76,560.14 in Temporary Salaries funds to Office Expense funds.	\$0.00	Approved per the Compensation Board's FY25 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
550	307	Chesapeake City	1/16/2025	Temporary	Office Expense	\$76,560.14	\$76,560.14
		Total				\$76,560.14	\$76,560.14

772-25-07: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAREER PROSECUTOR PROGRAM AUDIT	CAREER PROSECUTOR PROGRAM AUDIT COMMITTEE	<p>At its meeting on September 26, 2024, the Compensation Board acknowledged the request from the audit committee to seek additional information to confirm audit requirements were met under the Career Prosecutor Program.</p> <p>January 16, 2025 - Staff reports the requested documents have been received with concurrence from the audit committee that the offices have met all necessary requirements, and no further action is required:</p> <ul style="list-style-type: none"> Henrico County Prince William County Shenandoah County Alexandria City Portsmouth City Virginia Beach City <p>Staff reports additional documents were requested by the audit committee. The Committee has been informed by the Commonwealth's Attorney that the prosecutor does not meet the minimum criteria and will be removed from the Career Prosecutor Program.</p> <ul style="list-style-type: none"> Hanover County 		N/A	The Compensation Board thanks the audit committee for their further review and update.

772-25-07: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEYS	January 20, 2025 Officers request a one-time fund transfer of Vacancy Savings to Temporary funds.		\$0.00	Approved per the Compensation Board's FY25 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
013	772	Arlington County	January 16, 2025	Vacancy Savings	Temporary	\$26,182.57	\$26,182.57
057	772	Essex County	December 18, 2024	Vacancy Savings	Temporary	\$18,926.25	\$18,926.25
081	772	Greensville County	January 20, 2025	Vacancy Savings	Temporary	\$18,168.87	\$18,168.87
193	772	Westmoreland County	January 2, 2025	Vacancy Savings	Temporary	\$31,543.75	\$31,543.75
700	772	Newport News City	January 3, 2025	Vacancy Savings	Temporary	\$19,184.92	\$19,184.92
		Totals				\$114,006.36	\$114,006.36

772-25-07: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WARREN COUNTY	COMMONWEALTH'S ATTORNEY	<p>December 30, 2024 Officer requests to use Turnover funds in the amount of \$1,949 and base Temporary funds in the amount of \$5,983 to fund the promotion of position 00009, PA budgeted at \$42,661, to position 00004, AAll currently budgeted at \$41,128 to be a salary of \$49,060. This promotion is effective January 1, 2025.</p> <p>This salary increase is within Compensation Board policy.</p> <p>Staff notes, this office has one unfunded Compensation Board position.</p> <p>Officer states: "I, John Bell, acknowledge that due to budget reductions I currently have 1 unfunded authorized position, and I do understand that taking action to move base temporary and/or office expense funds to salaries of existing personnel may significantly reduce my options in dealing with any potential future funding reductions without impacting salaries of permanent staff."</p>		\$0.00	The Compensation Board approved a transfer of \$5,983 from base Temporary Salaries funds to affect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's Temporary Salaries budget in the current as well as subsequent fiscal years.
HENRICO COUNTY	COMMONWEALTH'S ATTORNEYS	<p>December 16, 2024 Officer requests, in accordance with §15.2-1606, to reimburse Henrico County for defense counsel expenses paid to S. Keith Barker, PC, Thompson McMullan, Butler Snow and Blank & Marcus in the total amount of \$9,952.50 for legal representation of Shannon L. Taylor, Commonwealth's Attorney, et al. in the ongoing civil cases of Nickolas G. Spanos v. Shannon Taylor, et al, Case Nos. Henrico-CL21-6572, Henrico-CL22-2250, and Louisa-CL21-137.</p> <p>Officer has provided letters from the Division of Risk Management stating that the Division would not provide coverage in these civil cases.</p> <p>Staff Notes: Three of the defendants listed were employed in the Commonwealth Attorney's office at the time this case was initiated but are no longer employed in this office.</p>		\$9,952.50	The Compensation Board approved reimbursement of \$9,952.50 for expenses incurred in accordance with §15.2- 1606, Code of Virginia, based upon available documentation and court-ordered counsel.

772-25-07: COMMONWEALTH’S ATTORNEYS
NEW BUSINESS:

LOCALITY	OFFICER	REQUEST	CONSENT DOCKET	TOTAL COST	COMPENSATION BOARD ACTION
VARIOUS	COMMONWEALTH'S ATTORNEYS	January 29, 2025 - Officer requests an exception to the Substitute Prosecutor expense reimbursement policy. Expenses for travel for the cases below were received by the Compensation Board after having accumulated more than \$750 in mileage over multiple trips.		\$1,692.42	Approved as a one-time exception to policy, based upon the specific conditions stated by the officer.

Office	FIPS	Locality	Prosecutor	Expense Date(s)	Defendant	Expense Cost	Exception Need Reason
772	520	City of Bristol	Thomas Bowers	1/23/2024-9/19/2024	Wynston Rhinehart	\$1,692.42	Expenses for multiple trips accumulated in excess of \$750
		Total				\$1,692.42	

773-25-07: CIRCUIT COURT CLERKS
NONE.

771-25-07: COMMISSIONERS OF THE REVENUE
NEW BUSINESS:

LOCALITY	OFFICER	REQUEST	CONSENT DOCKET	TOTAL COST	COMPENSATION BOARD ACTION
HAMPTON CITY	COMMISSIONER OF THE REVENUE	January 14, 2025 Acting Officer requests additional Temporary Funding in the amount of \$32,322.96. This is equivalent to the current salary of position 00013, MCD3 budgeted at \$64,646.00 from January 1,2025 to June 30, 2025. The election will be held on November 4 th , 2025. This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as she understands that the Compensation Board's interpretation of §§24.2-226 and 228 is that position 00013 is not vacant during the period in which she is the Acting Commissioner of the Revenue. Consequently, funds cannot be transferred from this position.		\$0.00	Approved at no additional cost to the Compensation Board.

774-25-07: TREASURERS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
YORK COUNTY	TREASURER	Officer requests an exception to the Compensation Board's Pay Practice policy limiting reductions in pay to 10% for demotions, in order to more closely align Compensation Board classifications in COIN with the local classifications and job descriptions in the office. The deputies in positions 00004 & 00005 will be switched with the deputies in positions 00008 & 00010, respectively. The salaries of these deputies are supplemented by the locality and the local salaries will not be reduced as a result of this change.		\$0.00	Approved as an exception to policy, based upon the specific circumstances stated by the officer.

OTHER MATTERS

NEW BUSINESS:

	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>REGULAR DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #25/06 and Docket #25/07.1 (special meeting).		N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Regular monthly meetings are scheduled for Thursday, February 27, 2025 at 12:00 p.m. and Thursday, March 27, 2025 at 1:00 p.m.		N/A	Confirmed.
3.	FY26 BUDGET PRIORITIES	COMPENSATION BOARD	Staff presents FY26 draft budget priorities.		N/A	Approved.
7.	EXPENDITURE REPORT	COMPENSATION BOARD	Staff presents monthly expenditure report.		N/A	Noted.
8.	FY25 TECHNOLOGY TRUST FUND COLLECTIONS & EXPENDITURES	COMPENSATION BOARD	<p>Collections: FY25 collections for July through December totaled \$2,802,051.83, an increase of 8.32% compared to the same period of collections in FY24.</p> <p>Expenditures: FY25 year-to-date Clerks' expenditures through 1/28/2025 totaled \$1,929,938.76 or 22.91% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections to date, FY25 TTF total collections would be approximately \$5.6 million, an increase of 7.31% compared to FY24 collections.</p>		N/A	Noted.

CLOSED MEETING
COMPENSATION BOARD DOCKET #25/07
January 30, 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"/>
James Alex, 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"/>
James Alex, 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 30, 2024
Time: 12:00 p.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Jeffrey Palmore, Chairman (present)
James Alex, Ex Officio member (present)
Staci Henshaw, Ex Officio member (present)

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