

COMPENSATION BOARD DOCKET #24/04

October 26, 2023

307-24-04: 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	October 25, 2023 - 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	To Category	Amount Available	Amount Requested
001	307	Accomack County	10/16/2023	Office Expense	\$72,099.92	\$72,099.92
087	307	Henrico County	09/27/2023	Office Expense	\$367,344.92	\$367,344.92
175	307	Southampton County	10/16/2023	Temporary Funds	\$58,349.00	\$15,000.00
175	307	Southampton County	10/16/2023	Office Expense	\$0.00	\$25,000.00
405	307	Albemarle/Charlottesville Regional Jail	10/23/2023	Temporary Funds	\$47,589.99	\$47,589.99
410	307	Northwestern Regional Jail	10/03/2023	Temporary Funds	\$75,147.38	\$24,411.41
410	307	Northwestern Regional Jail	10/03/2023	Office Expense	\$0.00	\$20,000.00
435	307	Prince William/Manassas Regional Jail	10/23/2023	Office Expense	\$106,045.54	\$106,045.54
450	307	Rappahannock Regional Jail	10/23/2023	Temporary Funds	\$85,834.56	\$85,834.56
460	307	Pamunkey Regional Jail	10/20/2023	Temporary Funds	\$37,950.72	\$37,950.72
465	307	Riverside Regional Jail	10/20/2023	Office Expense	\$326,907.82	\$326,907.82
470	307	Virginia Peninsula Regional Jail	10/20/2023	Office Expense	\$133,496.77	\$133,496.77
475	307	Hampton Roads Regional Jail	10/24/2023	Office Expense	\$557,599.63	\$557,599.63
480	307	New River Valley Regional Jail	10/20/2023	Temporary Funds	\$896,430.77	\$455,000.00
480	307	New River Valley Regional Jail	10/20/2023	Temporary Funds	\$0.00	\$142,524.02
485	307	Blue Ridge Regional Jail	10/23/2023	Office Expense	\$301,538.20	\$301,538.20
492	307	Southwest VA Regional Jail	10/24/2023	Office Expense	\$241,115.92	\$241,115.92
493	307	Middle River Regional Jail	10/20/2023	Temporary Funds	\$211,022.65	\$126,911.47
493	307	Middle River Regional Jail	10/20/2023	Office Expense	\$0.00	\$84,111.18
494	307	Western Virginia Regional Jails	10/23/2023	Office Expense	\$116,195.50	\$116,195.50
495	307	Meherrin River Regional Jail	10/20/2023	Office Expense	\$312,087.62	\$312,087.62
496	307	RSW Regional Jail	10/20/2023	Office Expense	\$93,590.56	\$93,590.56
590	307	Danville City	10/24/2023	Temporary Funds	\$34,937.12	\$34,937.12
650	307	Hampton City	10/20/2023	Office Expense	\$857,421.17	\$857,421.17

FIPS	Office Code	Locality Name	Request Date	To Category	Amount Available	Amount Requested
710	307	Norfolk City	10/20/2023	Temporary Funds	\$112,312.97	\$78,618.97
710	307	Norfolk City	10/20/2023	Office Expense	\$0.00	\$33,694.00
760	307	Richmond City	10/24/2023	Temporary Funds	\$2,403,620.00	\$200,000.00
760	307	Richmond City	10/24/2023	Temporary Funds	\$0.00	\$2,203,620.00
770	307	Roanoke City	10/19/2023	Temporary Funds	\$74,638.04	\$74,638.04
		Totals			\$7,523,276.77	\$7,175,285.05

772-24-04: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	CONSENT DOCKET	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAREER PROSECUTOR PROGRAM AUDIT	CAREER PROSECUTOR PROGRAM AUDIT	<p>At its meeting on September 28, 2023, 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>October 24, 2023 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"> • Montgomery County • Prince William County • Suffolk City • Virginia Beach City 		N/A	Noted.

772-24-04: 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>
HAMPTON CITY	COMMONWEALTH'S ATTORNEY-DRUG PROSECUTOR	October 13, 2023 Officer requests to transfer Vacancy Savings in the amount of \$21,590.33 to Office Expense funds.		\$0.00	Approved per the Compensation Board's FY24 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
ARLINGTON COUNTY	COMMONWEALTH'S ATTORNEY	October 23, 2023 Officer requests to transfer base Temporary funds in the amount of \$17,596 to position 00005 ATTIV, currently budgeted at \$65,634, to bring the current salary up to the pay band minimum salary of \$83,230. Officer states she acknowledges that due to budget reductions she currently has one unfunded authorized position; she understands that taking action to move base temporary funds to salaries of existing personnel may significantly reduce her options in dealing with any potential future funding reductions without impacting salaries of permanent staff.		\$0.00	The Compensation Board approved a transfer of \$17,596 from the base temporary salaries budget to effect the salary action requested by the officer in accordance with the Compensation Board's pay and classification policies. This action will result in a reduction in the officer's temporary salaries budget in the current as well as subsequent fiscal years.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Class Code	Current Salary	New Salary	Amount Available	Amount Requested	Pro-Rated for FY24
013	772	Arlington County	10/20/2023	Temporary	pos. 00005	ATTIV	\$65,634	\$83,230	\$19,281	\$17,596	\$11,731
	Totals						\$65,634	\$83,230	\$19,281	\$17,596	\$11,731

VARIOUS	COMMONWEALTH'S ATTORNEYS	October 25, 2023 Officers request an exception to the Substitute Prosecutor expense reimbursement policy for expenses submitted more than 60 days following the conclusion of the case, or to seek reimbursement for meal expenses at the per diem rate for overnight lodging.	\$1,430.20	Approved as a one-time exception to policy, based upon the specific conditions stated by the officers.
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FIPS	Office	Locality	Prosecutor	Expense Date(s)	Defendant	Expense Cost	Exception Need Reason
003	772	Albemarle	Erik Laub	1/26/2023-6/6/2023	Gary Woodson	\$102.18	> 60days after case end
059	772	Fairfax	Stephen R. Eubank	6/22/2023-6/23/2023	Jordan Eugene Cochran	\$378.27	Meal Per Diem rate requested for overnight lodging
059	772	Fairfax	Blake G. Anderson	3/14/2023-3/15/2023	Jordan Eugene Cochran	\$287.87	Meal Per Diem rate requested for overnight lodging
059	772	Fairfax	Blake G. Anderson	6/22/2023-7/28/2023	Jordan Eugene Cochran	\$661.88	Meal Per Diem rate requested for overnight lodging
149	772	Prince George	Raychel Webster	4/11/2023	Brandon D. Weatherford	\$13.88	> 60days after case end
		Total				\$1,430.20	

773-24-04: CIRCUIT COURT CLERKS
NONE.

771-24-04: COMMISSIONERS OF THE REVENUE
NONE.

774-24-04: 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 #24/03.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Regular monthly meetings are scheduled for Monday , November 20, 2023 at 11:00 a.m. and Wednesday , December 20, 2023 at 11:00 a.m.	N/A	Confirmed, however the meeting time on Monday, November 20, 2023 is moved to 4:00 p.m.
3.	NEW OFFICER TRAINING	COMPENSATION BOARD	The Compensation Board's New Officer Training is scheduled for December 13-15, 2023. Staff is planning for an in-person conference in 2023, to be held at the Virginia Crossings Hotel in Glen Allen, Virginia. Staff is projecting at this time up to 125 new officers that could be invited to attend. Total numbers of invitees will not be known until after the upcoming November election.	N/A	Noted.
4.	JAIL COST REPORT	COMPENSATION BOARD	Staff presents the FY2022 Jail Cost Report.	N/A	Approved.
5.	MENTAL ILLNESS IN JAILS REPORT	COMPENSATION BOARD	Staff presents the FY23 Mental Illness in Jails Report. Staff notes that new information is incorporated in this year's report pertaining to the additional report due to the legislature on the FY23 implementation of new Behavioral Health positions in jails.	N/A	Approved.

OTHER MATTERS
NEW BUSINESS:

REGULAR DOCKET					
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
6.	FY24 TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	<p>Collections: FY24 collections for July through September totaled \$1,355,122.25, a decrease of 14.8% compared to the same period of collections in FY23.</p> <p>Expenditures: FY24 year-to-date Clerks' expenditures through 10/24/23, totaled \$0 or 0% of budgeted Technology Trust Funds, as a system update is required in the refactored COIN system to upload approved amounts for reimbursement in late October.</p> <p>Projections: Based on current collections to date, FY24 TTF total collections would be approximately \$5.42 million, a decrease of 2.28% compared to FY23 collections.</p>	N/A	Noted.

CLOSED MEETING
COMPENSATION BOARD DOCKET #24/04
October 26, 2023

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: October 26, 2023
Time: 11:00 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)

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