

COMPENSATION BOARD MEETING MINUTES #26/04

October 23, 2025

307-26-04: 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>
MASTER DEPUTY/JAIL OFFICER PROGRAM AUDIT	SHERIFFS/ SUPERINTENDENTS	<p>October 6, 2025 - The Master Deputy/Jail Officer Audit Committee reports the results of the Master Deputy/Jail Officer Program Audit.</p> <p>The following offices have met all necessary requirements, and no further action is required:</p> <p>Accomack County Amherst County Botetourt County Charlotte County Fluvanna County Frederick County Hanover County Nottoway County Prince William County Rockingham County Westmoreland County Wise County Wythe County Prince William Manassas Regional Jail Middle River Regional Jail Danville City Newport News City Portsmouth City Roanoke City</p>	\$0.00	Approved as recommended. The Compensation Board wishes to thank the members of the Audit Committee for their time and assistance.
CHESTERFIELD COUNTY	SHERIFF	<p>October 16, 2025 - Officer requests a one-time transfer of \$26,900 from the Temporary Funds to the Office Expense Funds budget category.</p>	\$0.00	Approved per the Compensation Board's FY26 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

307-26-04: 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 23, 2025 - Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense fund categories.	\$0.00	Approved per the Compensation Board's FY26 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

<u>FIPS</u>	<u>Office Code</u>	<u>Locality Name</u>	<u>Request Date</u>	<u>From Category</u>	<u>To Category</u>	<u>Amount Available</u>	<u>Amount Requested</u>
001	307	Accomack County	10/14/2025	Vacancy Savings	Office Expense	\$57,324.66	\$57,324.66
025	307	Brunswick County	10/1/2025	Vacancy Savings	Temporary	\$10,201.48	\$10,201.48
041	307	Chesterfield County	10/16/2025	Vacancy Savings	Office Expense	\$16,075.93	\$16,075.93
087	307	Henrico County	10/14/2025	Vacancy Savings	Office Expense	\$537,462.66	\$537,462.66
183	307	Sussex County	10/7/2025	Vacancy Savings	Office Expense	\$59,112.00	\$59,112.00
Totals						\$680,176.73	\$680,176.73

772-26-04: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
PAGE COUNTY	COMMONWEALTH'S ATTORNEY	October 9, 2025 - Officer requests to transfer \$34,048.98 of accumulated Vacancy Savings to Temporary Funds.	\$0.00	Approved per the Compensation Board's FY26 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.
HENRICO COUNTY	COMMONWEALTH'S ATTORNEY	August 27, 2025 - Officer requests, in accordance with §15.2-1606, to reimburse Henrico County for defense counsel expenses paid to Hunton Andrews Kurth, LLP in the total amount of \$93,978.90 for legal representation of Shannon L. Taylor, Commonwealth's Attorney, et al. in the civil case of Queen of Virginia Skill & Entertainment, LLC Belle Holdings, Inc. v Shannon L. Taylor, et al., Case No. CL24-7406. Officer has provided a letter from the Division of Risk Management stating that the Division would not provide coverage in this civil case. Officer states that her involvement in this case is complete.	\$93,978.90	The Compensation Board approved reimbursement of \$93,978.90 for expenses incurred in accordance with §15.2-1606, Code of Virginia, based upon available documentation and court-ordered counsel. Chairman Palmore recused himself from the vote.

772-26-04: 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>
CAREER PROSECUTOR PROGRAM AUDIT	COMMONWEALTH'S ATTORNEYS	<p>October 16, 2025 - The Career Prosecutor Audit Committee reports the results of the Career Prosecutor Program audits.</p> <p>1. The following offices had a current program participant selected at random and such participants have met all necessary requirements; no further action is required: Fauquier County Northumberland County Prince William County Rockbridge County Rockingham County Stafford County Virginia Beach City</p> <p>2. The Committee reviewed documentation for the following offices with current program participants and has found that additional documents are required: Henrico County Stafford County Virginia Beach City</p> <p>3. The Committee reviewed documentation for all participants newly identified as eligible by their Commonwealth's Attorney for FY26, and such new participants have met all necessary requirements: Augusta County Botetourt County Chesterfield County Henrico County Louisa County Madison County Prince George County Pulaski County Washington County Wise County Colonial Heights City Danville City Chesapeake City Lynchburg City</p>		\$0.00	Approved as recommended. The Compensation Board wishes to thank the members of the Audit Committee for their time and assistance.

772-26-04: 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>
CAREER PROSECUTOR PROGRAM AUDIT (CONTINUED)	COMMONWEALTH'S ATTORNEYS	4. The following localities contain Career Prosecutors who shall be voluntarily removed from the Program at the request of the elected Commonwealth's Attorney for the given jurisdiction: Fauquier County Brunswick County Nottoway County Powhatan County Rockingham County Tazewell County			
		All requested documentation and clarification must be provided to the Career Prosecutor Audit Committee no later than 5:00 p.m. on November 21, 2025. If the requested documentation is not provided, the Committee recommends the individual(s) be removed from the Career Prosecutor Program.			

773-26-04: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
AUGUSTA COUNTY	CIRCUIT COURT CLERK	September 25, 2025 - Officer requests, in accordance with §15.2-1606, to reimburse Augusta County for defense counsel expenses paid to Rosalie Pemberton Fessier, Timberlake, Smith, Thomas & Mosses, P.C. in the total amount of \$13,905.00 for legal representation of R. Steven Landes, Circuit Court Clerk, in the civil case of Universal Life Church Monastery Storehouse, et al. v. R. Steven Landes, et al. USDC, WD, Harrisonburg, Case No. 5:25-cv-0047. Officer has provided a letter from the Division of Risk Management stating that the Division would not provide coverage in this civil case.		\$13,905.00	The Compensation Board approved reimbursement of \$13,905.00 for expenses incurred in accordance with §15.2-1606, Code of Virginia, based upon available documentation and court-ordered counsel.

773-26-04: 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>
CITY OF STAUNTON	CIRCUIT COURT CLERK	October 16, 2025 - Officer requests, in accordance with §15.2-1606, to reimburse the City of Staunton for defense counsel expenses paid to Rosalie Pemberton Fessier, Timberlake, Smith, Thomas & Mosses, P.C. in the total amount of \$11,220.00 for legal representation of Staci N. Falls, Circuit Court Clerk, in the civil case of Universal Life Church Monastery Storehouse, et al. v. Staci N. Falls, et al. USDC, WD, Harrisonburg, Case No. 5:25-cv-0047. Officer has provided a letter from the Division of Risk Management stating that the Division would not provide coverage in this civil case.	\$11,220.00	The Compensation Board approved reimbursement of \$11,220.00 for expenses incurred in accordance with §15.2-1606, Code of Virginia, based upon available documentation and court-ordered counsel.
CITY OF RADFORD	CIRCUIT COURT CLERK	October 15, 2025 - Staff notes that two line-items requested in the Clerk's TTF Budget Request were inadvertently missing from the FY26 TTF budget request download. Consequently, the following line-items were not included with \$1 TTF Fund requests on the September meeting docket and are requested for approval in addition to the requests approved in September with FY26 TTF budgets. Sufficient \$1 TTF is available and this request meets criteria applied to all other \$1 TTF approved requests.	\$8,712.00 (NGF)	The Compensation Board approved the addition of \$8,712 in \$1 TTF funding for this office's FY26 TTF budget. NOTE: Expenditure reimbursements are limited to not exceed at any time the greater of 50% of budgeted amount or actual cash on hand through FY26 collections.

FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category					
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Requested
			Records System (Purpose Code L)	Secure Remote Access				
750	Radford	5,720	-	1,538	-	7,174	-	8,712

774-26-04: 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>
HALIFAX COUNTY	TREASURER	<p>October 16, 2025 - Acting Officer requests additional Temporary Funding in the amount of \$35,192.97. This is equivalent to the current salary of position 00004, MDIV budgeted at \$46,924 from October 1, 2025, to June 30, 2026. The election will be held on November 3, 2026.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to the Temporary Funds budget, as the Officer understands that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00004 MDIV is not vacant during the period in which she is the Acting Treasurer. Consequently funds cannot be transferred from this position.</p>		\$0.00	Approved at no additional cost to the Compensation Board.

771-26-04: COMMISSIONERS OF THE REVENUE

NONE.

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 #26/03.		N/A	Approved.
2. COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Regular monthly meetings are scheduled for Thursday, November 20, 2025 at 12:00 noon and Thursday, December 18, 2025 at 1:00 p.m.		N/A	Board changed date/time for November meeting to Tuesday, November 25 from 10-11am . December meeting confirmed.
3. NEW OFFICER TRAINING	COMPENSATION BOARD	The Compensation Board's New Officer Training is scheduled for December 10-12, 2025. The Conference will be held at the Embassy Suites by Hilton Richmond on Emerywood Parkway in Richmond, Virginia. Staff is projecting at this time up to 80 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.

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>
4.	JAIL COST REPORT	COMPENSATION BOARD	Staff presents the FY2024 Jail Cost Report.		N/A	Approved.
5.	MENTAL ILLNESS IN JAILS REPORT	COMPENSATION BOARD	Staff presents the FY25 Mental Illness in Jails Report.		N/A	Approved.
6.	FY26 TECHNOLOGY TRUST FUND COLLECTIONS & EXPENDITURES	COMPENSATION BOARD	<p>Collections: FY26 collections for July through September totaled \$1,565,804, an increase of 9.97% compared to the same period of collections in FY25.</p> <p>Expenditures: October is the first month for reimbursements of TTF expenditures to be processed, and total expenditures for FY26 are not yet available as of 10/21/25.</p> <p>Projections: Based on current collections to date, FY26 TTF total collections would be approximately \$6.22 million, an increase of 10.01% compared to FY25 collections</p>		N/A	Noted.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #26/04
October 23, 2025**

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: October 23, 2025
Time: 1:00 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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