

COMPENSATION BOARD DOCKET #24/06

December 20, 2023

307-24-06: 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	December 18, 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	From Category	To Category	Amount Available	Amount Requested
087	307	Henrico County	11/22/2023	Vacancy Savings	Office Expense	\$371,087.41	\$371,087.41
165	307	Rockingham County	12/5/2023	Vacancy Savings	Office Expense	\$163,619.78	\$58,000.00
165	307	Rockingham County	12/5/2023	Vacancy Savings	Temporary Expense	\$0.00	\$105,000.00
175	307	Southampton County	12/14/2023	Vacancy Savings	Temporary Expense	\$30,200.78	\$10,000.00
175	307	Southampton County	12/14/2023	Vacancy Savings	Office Expense	\$0.00	\$20,000.00
405	307	Albemarle/Charlottesville Regional Jail	11/28/2023	Vacancy Savings	Temporary Funds	\$36,904.73	\$36,904.73
435	307	PR WM Manassas Regional Jail	11/29/2023	Vacancy Savings	Office Expense	\$124,090.21	\$124,090.21
455	307	Western Tidewater Regional Jail	11/29/2023	Vacancy Savings	Office Expense	\$78,762.00	\$78,762.00
460	307	Pamunkey Regional Jail	11/29/2023	Vacancy Savings	Temporary Funds	\$31,282.00	\$31,282.00
465	307	Riverside Regional Jail	12/4/2023	Vacancy Savings	Office Expense	\$256,799.86	\$256,799.86
470	307	Virginia Peninsula Regional Jail	11/21/2023	Vacancy Savings	Office Expense	\$153,225.60	\$153,225.60
475	307	Hampton Roads Regional Jail	11/29/2023	Vacancy Savings	Office Expense	\$559,870.05	\$559,870.05
480	307	New River Valley	11/29/2023	Vacancy Savings	Office Expense	\$321,512.41	\$200,000.41
480	307	New River Valley	11/29/2023	Vacancy Savings	Temporary Expense	\$0.00	\$121,512.00
485	307	Blue Ridge Regional Jail	12/11/2023	Vacancy Savings	Office Expense	\$294,612.34	\$294,612.34
492	307	Southwest Regional Jail	11/22/2023	Vacancy Savings	Office Expense	\$211,695.54	\$211,695.54
493	307	Middle River Regional Jail	12/5/2023	Vacancy Savings	Office Expense	\$203,302.04	\$124,114.04
493	307	Middle River Regional Jail	12/5/2023	Vacancy Savings	Temporary Expense	\$0.00	\$79,188.00
494	307	Western Virginia Regional Jail	11/28/2023	Vacancy Savings	Office Expense	\$114,578.05	\$114,578.05
495	307	Meherrin River Regional Jail	11/30/2023	Vacancy Savings	Office Expense	\$318,454.41	\$318,454.41
496	307	RSW Regional Jail	12/11/2023	Vacancy Savings	Office Expense	\$65,059.55	\$65,059.55
590	307	Danville City	12/5/2023	Vacancy Savings	Temporary Expense	\$34,548.51	\$34,548.51
650	307	Hampton City	12/5/2023	Vacancy Savings	Office Expense	\$297,720.33	\$297,720.33
710	307	Norfolk City	11/29/2023	Vacancy Savings	Temporary Expense	\$112,992.02	\$112,992.02
740	307	Portsmouth City	12/8/2023	Vacancy Savings	Office Expense	\$174,388.33	\$174,388.33
760	307	Richmond City	11/30/2023	Vacancy Savings	Office Expense	\$798,751.06	\$698,751.06
760	307	Richmond City	11/30/2023	Vacancy Savings	Temporary Expense	\$0.00	\$100,000.00
770	307	Roanoke City	11/28/2023	Vacancy Savings	Temporary Expense	\$80,412.72	\$80,412.72
		Totals				\$4,833,869.73	\$4,833,049.17

307-24-06: 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>
PAMUNKEY REGIONAL JAIL	SUPERINTENDENT	November 29, 2023 - Officer requests to transfer Office Expense Funds to Temporary Salaries 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.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
460	307	Pamunkey Regional Jail	11/29/2023	Office Expense	Temporary Funds	\$57,765.00	\$57,765.00

KING WILLIAM COUNTY	SHERIFF	Officer requests, in accordance with §15.2-1606 and 15.2-1636.14, to reimburse King William County for defense counsel expenses paid to Thompson McMullan in the amounts of \$3,570.05 for legal representation of Sheriff J.S. Walton and Deputy Sheriff Kristine Bowles in the civil case of Virginia Animal Owners Alliance v. K. Michelle Welch, et al, Case No. 1:23cv628 in US District Court. Officer has provided a letter from the Division of Risk Management stating that the Division would not provide coverage in this civil case.		\$3,570.05	The Compensation Board approved reimbursement of expenses incurred in the amount of \$3,570.05 in accordance with §15.2-1606 Code of Virginia.
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772-24-06: 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	December 4, 2023 Officers request to transfer accumulated Vacancy Savings 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.

Office Code	FIPS	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
651	772	Hampton City Drug Prosecutor	November 13, 2023	Vacancy Savings	Office Expense	\$14,303.66	\$14,303.66
740	772	Portsmouth City	December 4, 2023	Vacancy Savings	Office Expense	\$164,132.85	\$164,132.85
		Totals				\$178,436.51	\$178,436.51

772-24-06: 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	December 19, 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, expenses exceeding \$750, or to seek reimbursement for meal expenses at the per diem rate for overnight lodging.		\$2,565.62	Approved as a one-time exception to policy, based upon the specific conditions stated by the officers.

FIPS	Office	Locality	Prosecutor	Expense Date(s)	Defendant	Expense Cost	Exception Need Reason
710	772	Norfolk	Andrew R. Parker	6/13/2023	Yusef L. Matthews, Jr.	\$20.96	> 60days after case end
710	772	Norfolk	Megan M. Lang	7/5/2023	Devon D. Callender	\$20.96	> 60days after case end
550	772	Chesapeake	William M. Braxton	12/2/2022-10/12/2023	Amanda Newins	\$1,939.05	>\$750 and Meal Per Diem
550	772	Chesapeake	Elizabeth E. Oates	10/9/2023-10/12/2023	Amanda Newins	\$584.65	Meal Per Diem
		Total				\$2,565.62	

773-24-06: 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>
CAREER DEVELOPMENT COMMITTEE	CIRCUIT COURT CLERK	December 6, 2023 - Career Development Committee provides the Compensation Board with the documentation of accredited coursework for the Deputy Clerk's Career Development Program. The Career Development Committee has submitted a detailed outline of the Course Curriculum for 2024 for review and approval by the Board in December as required by the Deputy Clerks' Career Development Program. The committee also provided a report on the certification of Clerks and Deputy Clerks in the Association's Career Development Programs.		\$0.00	The Compensation Board approved the course curriculum and plan for coursework for completion by Deputy Circuit Court Clerks in CY24 for participation in the deputies' career development program as presented by the Career Development Committee. The Compensation Board thanks the Committee for its status report of certifications of Clerks and Deputy Clerks in the Career Development Programs

771-24-06: COMMISSIONERS OF THE REVENUE

NONE.

774-24-06: 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 #24/05.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Regular monthly meetings are scheduled for Thursday, January 25, 2024 at 11:30 a.m. and Thursday, February 22, 2024 at 11:30 a.m.	N/A	Confirmed.
3.	NEW OFFICER TRAINING	COMPENSATION BOARD	The Compensation Board's New Officer Training was held December 13-15, 2023 at the Virginia Crossings Hotel in Glen Allen, Virginia. A total of 113 new officers attended.	N/A	Noted.
4.	COIN ONLINE BUDGET REQUEST TRAINING	COMPENSATION BOARD	Compensation Board staff conducted annual budget request training virtually on December 1, 4 & 5, 2023 with a total of 166 registered attendees.	N/A	Noted.
5.	INVITE ASSOCIATION LEADERSHIP TO JANUARY 2024 LEGISLATIVE MEETING	COMPENSATION BOARD	Staff presents memo for approval inviting Association Presidents for a special legislative meeting with the Board on Tuesday, January 9, 2023 at 2:00 p.m. This meeting will be conducted virtually on the Microsoft Teams platform.	N/A	Approved.
6.	FY24 TECHNOLOGY TRUST FUND COLLECTIONS & BUDGETING	COMPENSATION BOARD	<p>Collections: FY24 collections for July through November totaled \$2,197,409.50, a decrease of 11.7% compared to the same period of collections in FY23.</p> <p>Expenditures: FY24 year-to-date Clerks' expenditures through 12/19/23, totaled \$1,208,943.50 or 13.6% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections to date, FY24 TTF total collections would be approximately \$5.27 million, a decrease of 4.92% compared to FY23 collections.</p>	N/A	Noted.

CLOSED MEETING
COMPENSATION BOARD DOCKET #24/06
December 20, 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: December 20, 2023
Time: 2:00 p.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)