

COMPENSATION BOARD MEETING MINUTES #26/06

December 18, 2025

307-26-06: 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 15, 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.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
009	307	Amherst County	12/4/2025	Vacancy Savings	Temporary	\$52,881.39	\$38,673.05
087	307	Henrico County	12/4/2025	Vacancy Savings	Office Expense	\$1,085,421.84	\$1,085,421.84
107	307	Loudoun County	12/1/2025	Vacancy Savings	Temporary	\$41,778.49	\$31,778.49
175	307	Southampton County	12/11/2025	Vacancy Savings	Office Expense	\$46,273.00	\$46,273.00
183	307	Sussex County	12/3/2025	Vacancy Savings	Office Expense	\$126,676.70	\$126,676.70
197	307	Wythe County	12/10/2025	Vacancy Savings	Office Expense	\$23,073.46	\$23,073.46
405	307	Albemarle-Charlottesville Regional Jail	12/02/2025	Vacancy Savings	Temporary	\$110,531.93	\$110,531.93
410	307	Northwestern Regional Jail	12/10/2025	Vacancy Savings	Office Expense	\$15,606.97	\$15,606.97
425	307	Central VA Regional Jail	12/02/2025	Vacancy Savings	Temporary	\$65,732.14	\$12,765.30
425	307	Central VA Regional Jail	12/02/2025	Vacancy Savings	Office Expense	\$0.00	\$52,966.84
430	307	Piedmont Regional Jail	12/01/2025	Vacancy Savings	Office Expense	\$152,259.77	\$152,259.77
445	307	Rockbridge Regional Jail	12/18/2025	Vacancy Savings	Office Expense	\$25,430.34	\$25,430.34
455	307	Western Tidewater Regional Jail	12/09/2025	Vacancy Savings	Office Expense	\$201,617.75	\$201,617.75
460	307	Pamunkey Regional Jail	12/09/2025	Vacancy Savings	Temporary	\$46,699.06	\$46,699.06
465	307	Riverside Regional Jail	12/01/2025	Vacancy Savings	Office Expense	\$608,681.34	\$608,681.34
470	307	Virginia Peninsula Regional Jail	12/02/2025	Vacancy Savings	Office Expense	\$160,778.86	\$160,778.86
480	307	New River Valley Regional Jail	12/09/2025	Vacancy Savings	Office Expense	\$465,837.29	\$465,837.29
485	307	Blue Ridge Regional Jail	12/10/2025	Vacancy Savings	Temporary	\$381,011.06	\$50,000.00
485	307	Blue Ridge Regional Jail	12/10/2025	Vacancy Savings	Office Expense	\$0.00	\$331,011.06

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
493	307	Middle River Regional Jail	12/08/2025	Vacancy Savings	Temporary	\$216,948.02	\$85,251.00
493	307	Middle River Regional Jail	12/08/2025	Vacancy Savings	Office Expense	\$0.00	\$33,825.08
494	307	Western Virginia Regional Jail	12/01/2025	Vacancy Savings	Office Expense	\$99,699.50	\$99,699.50
495	307	Meherrin River Regional Jail	12/01/2025	Vacancy Savings	Office Expense	\$362,685.23	\$362,685.23
496	307	RSW Regional Jail	12/10/2025	Vacancy Savings	Office Expense	\$179,114.34	\$179,114.34
590	307	Danville City	12/09/2025	Vacancy Savings	Office Expense	\$42,264.48	\$27,264.48
590	307	Danville City	12/09/2025	Vacancy Savings	Temporary	\$0.00	\$15,000.00
650	307	Hampton City	12/9/2025	Vacancy Savings	Office Expense	\$643,141.29	\$643,141.29
710	307	Norfolk City	12/10/2025	Vacancy Savings	Temporary	\$66,562.14	\$66,562.14
740	307	Portsmouth City	12/09/2025	Vacancy Savings	Office Expense	\$209,726.33	\$209,726.33
770	307	Roanoke City	12/08/2025	Vacancy Savings	Temporary	\$89,150.22	\$5,000.00
770	307	Roanoke City	12/08/2025	Vacancy Savings	Office Expense	\$0.00	\$84,150.22
810	307	Virginia Beach City	12/12/2025	Vacancy Savings	Temporary	\$165,716.02	\$10,000.00
810	307	Virginia Beach City	12/12/2025	Vacancy Savings	Office Expense	\$0.00	\$155,716.00
Totals						\$5,685,298.96	\$5,563,218.66

772-26-06: COMMONWEALTH'S ATTORNEYS

OLD BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAREER PROSECUTOR PROGRAM AUDIT	COMMONWEALTH'S ATTORNEYS	<p>November 21, 2025 - The Career Prosecutor Audit Committee reports the final results of the Career Prosecutor Program audits for participants that needed to provide further documentation.</p> <p>The following offices had current participants selected at random for audit and needed to provide further documentation following the audit as report at the October board meeting. The Committee has confirmed that all participants have provided the necessary documents and are in full compliance with program requirements; no further action is required:</p> <ul style="list-style-type: none"> • Henrico County • Stafford County • Virginia Beach City 	\$0.00	Noted. The Compensation Board thanks the Audit Committee for their final report.

772-26-06: 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>
VARIOUS	COMMONWEALTH'S ATTORNEYS	December 9, 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.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
019	772	Bedford County	12/3/2025	Vacancy Savings	Temporary	\$22,196.09	\$22,196.00
153	772	Prince William County	12/3/2025	Vacancy Savings	Temporary	\$40,734.44	\$40,734.44
700	772	Newport News City	12/3/2025	Vacancy Savings	Temporary	\$116,450.70	\$116,450.70
Totals						\$179,381.23	\$179,381.14

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
ALLEGHANY COUNTY	COMMONWEALTH'S ATTORNEY	December 9, 2025 - Officer requests to transfer accumulated Vacancy Savings to Equipment to fund the cost of Equipment Items.	\$0.00	Approved per the Compensation Board's FY26 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Equipment Requested	Requested Qty	Requested Cost	Total Requested Cost	Per Policy Qty	Per Policy Cost	Total Cost Approved	Stressed Cost
005	772	Alleghany County	Laptop	4	\$999.00	\$3,996	4	\$999.00	\$3,996.00	\$3,099.70
005	772	Alleghany County	DVD/CD Player	4	\$36.00	\$144	4	\$36.00	\$144.00	\$111.70
005	772	Alleghany County	Monitor	1	\$149.00	\$149	1	\$149.00	\$149.00	\$115.58
005	772	Alleghany County	Docking Station	1	\$179.00	\$179	1	\$179.00	\$179.00	\$138.85
005	772	Alleghany County	VCIN	1	\$569.00	\$569	1	\$569.00	\$569.00	\$441.37
Total					\$1,932.00	\$5,037.00		\$1,932.00	\$5,037.00	\$3,907.20

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEYS	December 15, 2025 - Officers request exceptions to the Substitute Prosecutor expense reimbursement policy, as noted.	\$462.86	Approved as a one-time exception to policy, based upon the specific conditions stated by the officer.

FIPS	Office	Locality	Prosecutor (FROM FIPS)	Expense Date(s)	Defendant	Expense Cost	Exception Need Reason
117	772	Mecklenburg County	Tristan Dunford (Halifax County 083)	05/07, 05/28, 06/25 2025	Markus Cheatham	\$157.08	>60 days
197	772	Wythe County	Evan Henck (Grayson County 077)	2/20/2024	Jackie Lee Trivitt	\$40.20	>60 days
199	772	York County	Molly Bricker (Virginia Beach City 810)	10/24, 11/19/24, 12/19 2024 and 05/27/25	Timothy William Nettles	\$265.58	>60 days
Total						\$462.86	

773-26-06: 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	December 2, 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.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
101	773	King William County	12/3/2025	Vacancy Savings	Temporary	\$13,874.01	\$10,000.00
101	773	King William County	12/3/2025	Vacancy Savings	Office Expense	\$0.00	\$3,874.01
137	773	Orange County	12/8/2025	Vacancy Savings	Office Expense	\$16,090.64	\$16,090.64
Totals						\$29,964.65	\$29,964.65

CITY OF STAUNTON	CIRCUIT COURT CLERK	December 10, 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 \$2,700.00 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.	\$2,700.00	The Compensation Board approved reimbursement of \$2,700.00 for expenses incurred in accordance with §15.2-1606, Code of Virginia, based upon available documentation and court-ordered counsel.
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774-26-04: TREASURERS

NONE.

771-26-04: COMMISSIONERS OF THE REVENUE

NONE.

OTHER MATTERS

NEW BUSINESS:

		<u>REGULAR DOCKET</u>		
<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 #26/05.	N/A	Approved.
2. COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Next meeting scheduled for Tuesday, January 13 at 2 pm (special meeting to discuss legislation/virtual meeting) followed by the regular monthly meetings on Thursday, January 22 at 11:30 am and Thursday, February 26 at 11:30 am.	N/A	Confirmed.
3. INVITE ASSOCIATION LEADERSHIP TO JANUARY 2026 LEGISLATIVE MEETING ON JANUARY 13	COMPENSATION BOARD	Staff presents memo for approval inviting Association Presidents for a special legislative meeting with the Board on Tuesday, January 13 at 2 pm (meeting to be held virtually via TEAMS weblink).	N/A	Approved.
4. NEW OFFICER TRAINING	COMPENSATION BOARD	The Compensation Board's New Officer Training was held December 10-12, 2025 at the Embassy Suites by Hilton in Richmond. A total of 47 new officers attended.	N/A	Noted.
5. COIN ONLINE BUDGET REQUEST TRAINING	COMPENSATION BOARD	Compensation Board staff conducted annual budget request training virtually on December 3, 4 & 5, 2025 with a total of 106 attending.	N/A	Noted.
6. EXPENDITURE REPORT	COMPENSATION BOARD	Staff presents monthly expenditure report.	N/A	Noted.
7. FY26 TECHNOLOGY TRUST FUND COLLECTIONS & EXPENDITURES	COMPENSATION BOARD	<p>Collections: FY26 collections for July through November totaled \$2,534,332, an increase of 7.95% compared to the same period of collections in FY25.</p> <p>Expenditures: FY26 year-to-date Clerks' expenditures through 12/16/2024 totaled \$775,923.89 or 9.4% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections to date, FY26 TTF total collections would be approximately \$6.06 million, an increase of 7.25% compared to FY25 collections.</p>	N/A	Noted.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #26/06
December 18, 2025**

NO CLOSED MEETING.

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

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: December 18, 2025

Time: 1:00pm

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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