



**BOARD OF SUPERVISORS  
WORK SESSION  
Tuesday, November 15, 2022 – 4:00 PM**

**Board Meeting Room  
39 Bank Street, SE,  
Chatham, Virginia 24531**

**AGENDA**

- 1. CALL TO ORDER (4:00 PM)**
- 2. ROLL CALL**
- 3. AGENDA ITEMS TO BE ADDED**
- 4. APPROVAL OF AGENDA**

For the citizens' convenience, all Work Session and Committee Meetings are now being recorded and can be viewed on the same YouTube location as the Board of Supervisor's Business Meetings. Please remember that the Board's Work Session is designed for internal Board and County Staff communication, discussion, and work. It is not a question and answer session with the audience. Accordingly, during the Work Session, no questions or comments from the audience will be entertained. Respectfully, any outbursts or disorderly conduct from the audience will not be tolerated and may result in the offending person's removal from the Work Session. As a reminder, all County citizens, and other appropriate parties as designated by the Board's Bylaws, are permitted to make comments under the Hearing of the Citizens' Section of tonight's Business Meeting.

- 5. PRESENTATIONS**
  - a. Lindsey Hodges (New VDOT Resident Engineer) Introduction/Presentation (Presenter: Jay Craddock); (5 minutes)
- 6. STAFF, COMMITTEE, AND/OR CONSTITUTIONAL OFFICER REPORTS**
  - a. Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes)
  - b. Convenience Centers Improvements Update/Priority Discussion (Staff Contact: Chris D. Adcock); (20 minutes)
  - c. CSA Annual Audit Presentation (Staff Contact: Cheryl J. Boswell); (10 minutes)

- d. Potential Future Board Bylaws Revisions Discussion (Contact: Chairman Ingram); (20 minutes)
- e. Fire and Rescue Funding Discussion (Contact: Chairman Ingram); (20 minutes)

**7. BUSINESS MEETING DISCUSSION ITEMS**

**8. CLOSED SESSION**

- a. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. (Staff Contact: Dave F. Arnold)

(1) Legal Authority: Virginia Code § 2.2-3711(A)(3)  
Subject Matters: Jail Land (Property Acquisition)  
Purpose: Legal Consultation/Legal Advice Regarding the Same

- b. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. (Staff Contact: Matthew D. Rowe)

(1) Legal Authority: Virginia Code § 2.2-3711(A)(5)  
Subject Matter: Unannounced Prospective Businesses/Industries  
Purpose: General Economic Development Projects Update

**9. RETURN TO OPEN SESSION & CLOSED SESSION CERTIFICATION**

- a. Closed Session Certification (Staff Contact: Kaylyn M. McCluster)

**10. ADJOURNMENT**



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Lindsey Hodges (New VDOT Resident Engineer) Introduction/Presentation (Presenter: Jay Craddock); (5 minutes)		
<b>Staff Contact(s):</b>	J. Vaden Hunt, Esq.		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	5.a
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	<i>JH</i>		

Jay Craddock, VDOT's Assistant Resident Engineer - Land Use, will introduce Lindsey Hodges, new Resident Engineer, to the Board.



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes)		
<b>Staff Contact(s):</b>	Sheriff Taylor		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	6.a
<b>Attachment(s):</b>	FY23 Pittsylvania SRO Grant 2023 FREE ROUND III 23-284-A Pittsylvania grant-soga-instructions		
<b>Reviewed By:</b>	<i>VT</i>		

Sheriff Taylor will discuss with the Board Grants his Department has applied for. Related documentation will be disseminated at the Work Session.



## Grant

List of all current grants

### 23-284-A - FY23 Pittsylvania-SRO - 2023

<b>Status:</b>	<b>Awarded</b>
<b>Program Area:</b>	School Resource Officers
<b>Funding Opportunity:</b>	501439-FY23-3 SRO-SRO Grant Program and Fund
<b>Organization:</b>	Pittsylvania
<b>Grantee Contact:</b>	William Chaney
<b>Program Officer:</b>	Michelle Miles
<b>Awarded Amount:</b>	<b>\$475,170.00</b>

### Grant Components

The grant forms appear below.

Component	Last Edited
General Information	Oct 3, 2022 7:59 AM - Michelle Miles
Contract Document	
Correspondence	
Encumbrances	Oct 3, 2022 9:12 AM - Michelle Miles
Face Sheet	
Funding Opportunity	-
Application	-

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))



# 501684 - Crime Analyst / Grant Writer

## Application Details

**Funding Opportunity:** 501439-FY23-3 SRO-SRO Grant Program and Fund  
**Funding Opportunity Due Date:** Sep 9, 2022 5:01 PM  
**Program Area:** School Resource Officers  
**Status:** Submitted  
**Stage:** Final Application

**Initial Submit Date:** Aug 31, 2022 1:17 PM  
**Initially Submitted By:** William Chaney  
**Last Submit Date:** Sep 23, 2022 9:56 AM  
**Last Submitted By:** William Chaney

## Contact Information

### Primary Contact Information

**Name\*:** Mr. William Middle Name Chaney Suffix  
 Salutation First Name Last Name

**Title\*:** Grant Writer / Crime Analyst

**Email\*:** billy.chaney@pittgov.org

**Address\*:** 21 North Main St

Chatham Virginia 27315 Zip +4  
 City State/Province Postal Code/Zip

**Phone\*:** 434-432-7840 Ext.  
 Phone  
 ###-###-####

**Fax:** ###-###-####

### Organization Information

**Federal ID Number\*:** 546001508  
**Organization Name\*:** Pittsylvania

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

**Organization Type\*:** County Government

**Unique Entity Identifier (UEI):** ZKU8R668GNR4

**SAM Validation:** Yes

**SAM Expiration Date:** 2023-04-28

**SAM Type:**

**Restricted Expiration Date:**

**Organization Website:** For example: <http://www.dcjs.virginia.gov>

**Address\*:** Pittsylvania County  
P. O. Box 426  
Chatham Virginia 24531 Zip +4  
City State/Province Postal Code/Zip

**Phone\*:** (804) 432-1716 Ext.  
###-###-####

**Fax:** ###-###-####

**Faith Based Organization\*:** No

**FIPS Code (Only Required for Local Government):** 143-Pittsylvania

## Face Sheet

### Face Sheet

Select the congressional district(s) that will benefit from the program.

**Congressional District(s)\*:** 5th  
Choose all that apply.

**Best Practice?:** For JJDP programs only.

Select all jurisdiction(s) served; if appropriate, select "STATEWIDE"

**Jurisdiction(s) Served\*:** PITTSYLVANIA CO  
Choose all that apply.

**Program Title:** Elementary SRO's

Click here to see if you are certified.

**Certified Crime Prevention Community?\*** Yes

**Type of Application\*:** New

Check the box(s) that best describes the applicant service area.

**Community Setting\*:** Rural

In this space, provide a short description of the project.

**Brief Project Overview\*:**

Pittsylvania County sits in the south-central region of Virginia and covers approximately 969 square miles (roughly the size of the State of Rhode Island), making it the largest geographical county in the Commonwealth of Virginia, serving Virginia's 5th Congressional District. On any given school day, Pittsylvania County's twenty (20) public schools have 9,333 students and 1,380 teachers for a 10,713-total attendance (approximately 1/6th of the county's population). Ten elementary schools are spread throughout the county. Placing SRO's at all the elementary schools provides safety throughout the day, and alleviates delayed responses due to travel times. In a county the size of Pittsylvania, SRO's are a necessity.

**Project Director**

**Name:** Mr William Henry Chaney Suffix  
Prefix First Name Middle Name Last Name

**Title\*:** Crime Analyst / Grant Writer

**Address\*:** 21 North Main St  
Address Line 2  
Chatham Virginia 24531 +4  
City State Zip Code

**Phone Number\*:** 434-432-7840

**Fax Number:**

**Email Address\*:** billy.chaney@pittgov.org

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**  
Address Line 2  
City State 0 +4  
Zip Code

**Project Administrator**

**Name:** Mr Clarence Middle Name Monday Suffix  
Prefix First Name Last Name

**Title\*:** Interim County Administrator

**Address\*:** 1 Center St  
Address Line 2  
Chatham Virginia 24531 +4  
City State Zip Code

**Phone Number\*:** 434-432-7710

**Fax Number:**

**Email Address\*:** clarence.monday@pittgov.org

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**



Address Line 2

City State 0 +4

Zip Code

**Finance Officer**

**Name:** Mrs Kim Middle Name VanDerHyde Suffix  
Prefix First Name Last Name

**Title\*:** Director of Finance

**Address\*:** 1 Center St

Address Line 2

Chatham Virginia 24531 +4

City State Zip Code

**Phone Number\*:** 434-432-7742

**Fax Number:**

**Email Address\*:** kim.vanderhyde@pittgov.org

Is the mailing address the same as the physical address?

**Mailing Address\*:** Yes

**Mailing Address:**

Address Line 2

City State 0 +4

Zip Code

**Budget**

**Budget**

Budget Categories	Federal	State	Special	Cash Match	In-Kind Match	Total Program
Personnel	\$0.00	\$0.00	\$329,520.00	\$0.00	\$0.00	\$329,520.00
Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subsistence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$329,520.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$329,520.00</b>

**Match Percentage**

**Match Percentage:** 0.00%

**Funds From Other Sources**

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

No Data for Table

## Priority Areas

### SRO Program Information

How many SROs are in the agency's program?

**Number of SROs\*:** 10.00

How many of the SROs in your program are currently funded by DCJS grants?

**DCJS Funded\*:** 0.00

Is this application for the continuation of a grant funded SRO?

**Continuation Funding\*:** No

### DCJS Funded SRO(s)

First Name	Last Name	Grant Number
No Data for Table		

### School Information

School Name	Type of School	Grade Levels	Number of assigned SROs
Chatham	High	9-12	1.00
Chatham	Middle	6-8	1.00
Gretna	High	9-12	1.00
Gretna	Middle	6-8	1.00
Danriver	High	9-12	1.00
Danriver	Middle	6-8	1.00
Tunstall	High	9-12	1.00
Tunstall	Middle	6-8	1.00
Alternative	Alternative	6-12	1.00

### Sustainment Plan: Match Requirement

By check this box, you acknowledge that continuation years will have a match requirement. In FY24 the maximum amount allowed by the grant will include state funds and the required local match, which will potentially lower the state funding portion of the award.

**Match Requirement\*:** Yes

## Project Targets

### Law Enforcement Activities

**Crime Prevention Type****Target: number of times performed**

6.a.a

School safety/security assessment	9
Apply CPTED principles	1
Review of school policies/procedures	1
Student crime prevention project	3
Crisis planning/management	9
School patrol/security checks	275
Drills	15
Traffic control/pick up/drop off monitoring	275

**Law Related Educator****Audience Type****Target: number of presentations**

Students	9
Faculty/staff	2
Parents/community members	2

**Informal Mentor****Activity****Target: number of times performed**

Classroom visits (engaging in classroom activities not including instruction)	18
Tutoring	0
Reading to students	9
Home visits	0
Meal delivery	0
Student/SRO lunch programs	27
Police/school sponsored clubs/activities/groups	25
Police sponsored athletic activities	0
Meet & greet with students	275
In school career fair	1
Informal counseling/guidance	275
Other mentoring activities not listed above (grant funded)	0

**Personnel and Employee Fringe Benefits****Requested**

If this is not requested, please indicate that here and then mark this form as complete.

**Is Personnel being requested?:**      Yes**Personnel**

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

Employee Name	Position Title	Date of DCJS certification in the category of law enforcement	Assigned School Name	Type of School	Position	Total Hours Per Week (if applicable)	Total Hours Per Year	Total Annual Salary (grant-funded plus other sources)	Total Salary Requested on the Grant	Per b req
TBD	SRO	11/30/0002	Mt Airy	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Hurt	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Union Hall	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Stoney Mill	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Brosville	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Southside	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Kentuck	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Twin Springs	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Gretna	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
TBD	SRO	11/30/0002	Chatham	Elementary	Full Time	40	2020	\$43,936.00	\$32,952.00	75
						<b>400</b>	<b>20200</b>	<b>\$439,360.00</b>	<b>\$329,520.00</b>	

**Employee Fringe Benefits**

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

Employee Name	FICA	Retirement	Group Life	Health Insurance	Workers' Comp	Unemployment	Disability	Other	Total
TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
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TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
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TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
TBD	\$3,362.00	\$6,011.00	\$589.00	\$7,927.00	\$1,332.00	\$55.00	\$0.00	\$144.00	\$19,420.00
	<b>\$33,620.00</b>	<b>\$60,110.00</b>	<b>\$5,890.00</b>	<b>\$79,270.00</b>	<b>\$13,320.00</b>	<b>\$550.00</b>	<b>\$0.00</b>	<b>\$1,440.00</b>	<b>\$194,200.00</b>

**Position and Justification**

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

Employee

Name

Description of Position

Justification for Position

TBD

SROs are active members of their assigned schools. The SRO facilitates the effective delivery of law enforcement services and assists with matters related to safety, security, and the exchange of information between the School Division and the Sheriff's Office. SRO's and school administrators will maintain a clear channel of communications, and work together to resolve issues within the educational setting. SRO's duty schedules will be organized to provide coverage throughout the school day. SROs provide a visible deterrent to crime and will be visible patrolling the exterior and interior grounds. SROs will wear the regulation uniform of the Sheriff's Office and operate a marked Sheriff's Office vehicle while on duty. SROs will assist school administrators in developing school crisis, emergency management, and medical emergency response plans. SROs will work with school administrators in problem-solving to prevent crime and promote safety in the school environment.

Pittsylvania County is 969 square miles, which is divided into six patrol districts with eight deputies assigned to a patrol shift leaving one deputy responsible for 121 square miles during their tour of duty and one supervisor responsible for the entire jurisdiction (Not accounting for deputies who may be on leave from shift for holiday, vacation, and sickness). Contrast this to our neighboring jurisdiction, the City of Danville, which has a total jurisdiction of 43.9 square miles with approximately eighteen law enforcement officers per shift serving and protecting their boundaries with a population of 38,834 (2020 population Estimated-United States Census Bureau). On any given school day, Pittsylvania County's twenty (20) public schools have 9,333 students and 1,380 teachers for a 10,713-total attendance (approximately 1/6th of the county's population). Additionally, our county has nine (9) private schools. During a critical incident response time can be delayed due to substantial travel times. Having SROs in the elementary schools adds the layer of safety needed in a county the size of Pittsylvania; moreover, it provides a safer learning and working environment for students, and staff. The salary requested is the approved starting salary for deputy sheriffs in Pittsylvania County. The county of Pittsylvania is prepared to absorb the future costs associated with this request.

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Name	Description of Position	Justification for Position
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Employee

Name	Description of Position	Justification for Position
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Employee

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Employee

Name	Description of Position	Justification for Position
TBD	<p>SROs are active members of their assigned schools. The SRO facilitates the effective delivery of law enforcement services and assists with matters related to safety, security, and the exchange of information between the School Division and the Sheriff's Office. SRO's and school administrators will maintain a clear channel of communications, and work together to resolve issues within the educational setting. SRO's duty schedules will be organized to provide coverage throughout the school day. SROs provide a visible deterrent to crime and will be visible patrolling the exterior and interior grounds. SROs will wear the regulation uniform of the Sheriff's Office and operate a marked Sheriff's Office vehicle while on duty. SROs will assist school administrators in developing school crisis, emergency management, and medical emergency response plans. SROs will work with school administrators in problem-solving to prevent crime and promote safety in the school environment.</p>	<p>Pittsylvania County is 969 square miles, which is divided into six patrol districts with eight deputies assigned to a patrol shift leaving one deputy responsible for 121 square miles during their tour of duty and one supervisor responsible for the entire jurisdiction (Not accounting for deputies who may be on leave from shift for holiday, vacation, and sickness). Contrast this to our neighboring jurisdiction, the City of Danville, which has a total jurisdiction of 43.9 square miles with approximately eighteen law enforcement officers per shift serving and protecting their boundaries with a population of 38,834 (2020 population Estimated-United States Census Bureau). On any given school day, Pittsylvania County's twenty (20) public schools have 9,333 students and 1,380 teachers for a 10,713-total attendance (approximately 1/6th of the county's population). Additionally, our county has nine (9) private schools. During a critical incident response time can be delayed due to substantial travel times. Having SROs in the elementary schools adds the layer of safety needed in a county the size of Pittsylvania; moreover, it provides a safer learning and working environment for students, and staff. The salary requested is the approved starting salary for deputy sheriffs in Pittsylvania County. The county of Pittsylvania is prepared to absorb the future costs associated with this request.</p>

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

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**Personnel and Employee Fringe Benefits Totals**

**DCJS FUNDS**

<b>Federal Funds:</b>	\$0.00
<b>State Funds:</b>	\$0.00
<b>Special Funds:</b>	\$475,170.00

**Match Funds**

<b>Cash Match:</b>	\$0.00
<b>In-Kind Match:</b>	\$0.00

**Personnel/Fringe Total**

<b>TOTAL:</b>	\$475,170.00
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**Attachments**

**Attachments Required?**

6.a.a

**Are additional attachments required by the funding opportunity?\***: Yes

**Attachments**

Description	File Name	Type	Size	Upload Date
MOU	MOU Sept 2022.pdf	pdf	577 KB	09/20/2022 08:11 AM
Signature not to replace or supplant funds	Signature from County Administrator.pdf	pdf	20 KB	09/23/2022 09:55 AM
SRO Policy and Procedures	SRO Policy.pdf	pdf	466 KB	09/20/2022 01:57 PM

**Non-Supplantation**

**Non-Supplantation**

Applicants under this grant program are required to certify to DCJS, that the funding requested in this application does not supplant or replace, in whole or in part, federal, state, or local funds already supporting current program services.

I certify that the grant funds requested under this grant program will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purposes.

**Certification\***: Yes

**Project Administrator\***: Clarence Monday  
First Name Last Name  
County Administrator 09/21/2022  
Title Date

**Authority Certification**

**Authority Certification**

**Authorized Individual\***: William Chaney  
First Name Last Name  
Crime Analyst / Grant Writer 08/31/2022  
Title Date

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))



## School Resource Officers Grant 2022-2023

### Justification

On any given school day, Pittsylvania County's twenty (20) public schools have 9,333 students and 1,380 teachers for a 10,713-total attendance (approximately 1/6<sup>th</sup> of the county's population). Additionally, our county has eight (8) private schools. Response times for first responders are vital to saving lives during critical incidents.

According to an article published in Educational Weekly (2021), there were 34 school shootings in 2021, 24 of which occurred after August 1st. A shooting on November 30th, 2021, in which a student killed four people and injured seven at an Oxford, Mich., high school, was the deadliest school shooting since May 2018. As of the end of 2021, there have been 92 school shootings since 2018<sup>1</sup>. Thus far, there have been 30 school shootings in 2022 that resulted in death or injury<sup>2</sup>.

The U.S. Secret Service Averting Targeted School Violence report (2021) revealed the following information:

- 41% of the school shootings studied occurred in rural areas or towns.
- 95% of school shooters were current students.
- 85% involved weapons-related planning.
- 73% of attackers detailed how they would execute the attack.
- Only 34% of schools had some reporting system.
- 96% of shooters used a firearm to carry out the attack.
- 95% of the time, shooters communicated their intentions.

Moreover, the Secret Service report revealed that school shootings occur in all areas of the school grounds, with the cafeteria having the most incidents<sup>3</sup>

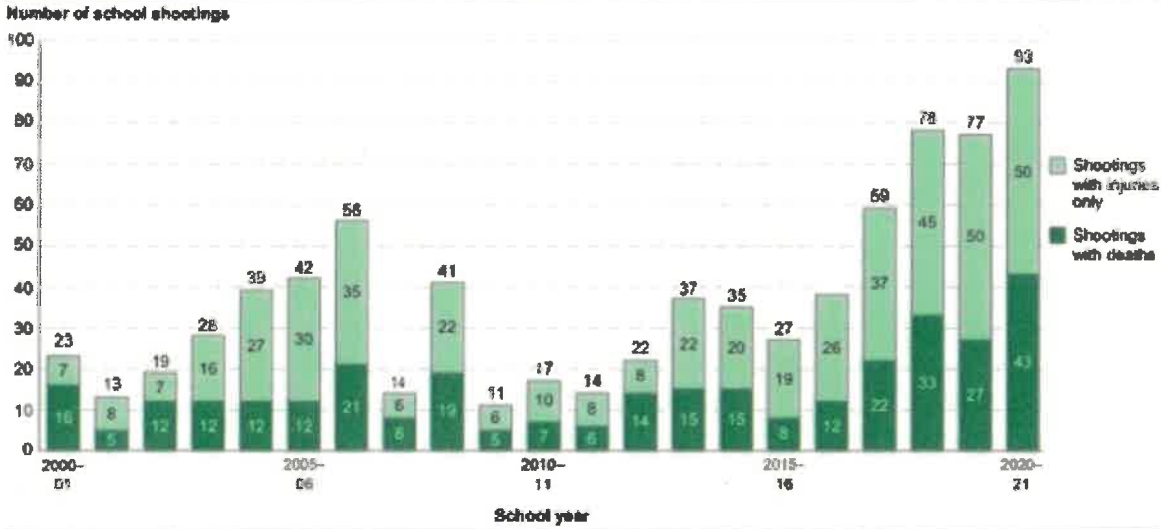
With 20 schools spread out over 969 square miles in Pittsylvania County, the response times can be upwards of 30 minutes or longer in some instances. Having SROs at every elementary school makes the schools safer by minimizing response times.

<sup>1</sup> <https://www.edweek.org/leadership/school-shootings-this-year-how-many-and-where/2021/03>

<sup>2</sup> <https://www.edweek.org/leadership/school-shootings-this-year-how-many-and-where/2022/01>

<sup>3</sup> <https://www.secretservice.gov/sites/default/files/reports/2021-03/USSS%20Averting%20Targeted%20School%20Violence.2021.03.pdf>

**Figure 1. Number of school shootings with casualties at public and private elementary and secondary schools: 2000–01 through 2020–21**



The chart below illustrates 20 years of school shootings in public and private K-12 settings. Notice the increase from the 17-18 school year through 20-21 school year.

### Personnel and Fringes

The first phase of funding, beginning October 1<sup>st</sup>, 2022, and ending June 30<sup>th</sup>, 2023, does not require a match.

Starting salary for a deputy sheriff \$43,936.00 x 10 positions= \$439,360; however, the first phase is only for 9 months of funding. Therefore, for 9 months (or 75%) of the annual salary for 10 positions = \$329,520. The fringes for 9 months on 10 positions = \$145,650

Total = \$475,170 (no match)

After the initial nine months of funding, the county will be responsible for a match of 25% (the composite index is .2446, but the grant will only cover 75%).

10 SRO positions for 12 months - \$439,360, the match is 25%.

Grant funds \$329,520

County Match \$109,840

## FINANCIAL ANALYSIS

3

Fringes on 10 SRO positions for 12 months:

*\$194,200*

Grant *\$145,650*

County *\$48,550*

Total annual expenditures:

Grant *\$475,170*

County *\$158,390*

### Other costs

Dodge Charger completely outfitted with decals, lights, siren, radio, computer, internet, and cage \$46,000.00 (Note: SRO vehicles last 7 to 9 years, depending on extra duty assignments worked at the schools).

Glock model 22 \$400.00

3 pants \$47 each = \$141.00

3 short sleeve shirts \$57 each= \$171.00

3 long sleeve shirts \$67 each= \$201.00

Jacket \$45.00

Winter Coat \$167.00

Name tag \$6.00

Duty belt with gear \$150.00

Hat \$115.00

Flashlight \$100.00

Taser \$2,000.00

Boots \$100.00

Vest with carrier \$1,400.00

Approximate total \$50,596.00 x 10 positions= \$505,960.00 (total will be within 5% due to inflation).

**Financial Conclusion**

- The first nine months of responsibility for Pittsylvania County, if awarded ten SROs, would be approximately \$505,960.00.
- After the first nine months, the yearly responsibility is \$158,390.00 (if the match is not waived).
- The grant award could also be for fewer positions based on funding.

Applicants under this grant program are required to certify to DCJS, that the funding requested in this application does not supplant or replace, in whole or in part, federal, state, or local funds already supporting current program services.

I certify that the grant funds requested under this grant program will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purposes.



Clarence Monday  
Interim County Administrator  
Pittsylvania County, Virginia

Date 9-21-22

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**THE PITTSYLVANIA COUNTY SCHOOL DIVISION**  
**and**  
**THE PITTSYLVANIA COUNTY SHERIFF'S OFFICE**  
September 1, 2022

## AUTHORITY

9 22.1-280.2:3. School boards; local law enforcement agencies; memorandums of understanding.

"The school board in each school division in which the local law enforcement agency employs school resource officers, as defined in 5 9.1-101 shall enter into a memorandum of understanding with such local law enforcement agency that sets forth the powers and duties of such school resource officers. The provisions of such memorandum of understanding shall be based on the model memorandum of understanding developed by the Virginia Center for School and Campus Safety pursuant to subdivision A 12 of 5 9.1-184, which may be modified by the parties in accordance with their particular needs.

Each such school board and local law enforcement agency shall review and amend or affirm such memorandum at least once every two years or at any time upon the request of either party. Each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input during each memorandum of understanding review period. "

## PURPOSE

The [School Division (SD)] and the Sheriff's Office (SO)] hereby enter into this Memorandum of Understanding (MOU) setting forth the respective roles and responsibilities of both parties regarding the use of school resource officers (SROs). The purpose of this MOU is to establish a mutually beneficial partnership (School—Law Enforcement Partnership (S-LEP)) that both schools and law enforcement can work within to achieve shared goals. The purpose of the S-LEP is to foster relations of mutual respect and understanding to build a positive and safe school environment and to facilitate effective, timely communication and coordination of efforts for both the SD and the SO.

This MOU is intended only to outline expectations between the SD and the SO. It is not intended to create contractual or equitable obligations on the part of the SD or the SO toward particular students, parents, SD or SO employees, or any other third parties.

The parties agree most of the student misconduct can be best addressed through classroom and in-school strategies. The parties acknowledge that students are generally less mature and responsible than adults; they often lack the experience, perspective, and judgment to recognize and avoid choices that could be detrimental to them; and they are more susceptible to outside pressures than adults.

## GOALS

The primary goals of the S-LEP and this MOU are to (i) promote positive and supportive school climates and (ii) create and maintain safe and secure school environments.

To promote positive and supportive school climates, the SD and SO will collaborate to increase law related education, expand school safety and crime prevention efforts, reduce conflict, and support effective interventions for students.

To create and maintain safe and secure school environments, the SD and SO will collaborate to reduce and prevent crime, violence, victimization, and fear in and around schools, and minimize student involvement with the juvenile and criminal justice systems.

## EVALUATION OF THE SCHOOL-LAW ENFORCEMENT PARTNERSHIP

The SD and the SO should jointly develop measurable objectives of the S-LEP using school discipline, crime, and violence data, school climate survey data, and any other data deemed to be relevant. The SD and the SO will review progress toward achieving such objectives at least annually and the results of the progress review will be made available to the public.

## ROLES AND RESPONSIBILITIES

### I. Police Department/Sheriffs Office Responsibilities

The SO will designate a direct point of contact between the SO and the SD. The SO point of contact will address any operational and administrative issues and will serve as a consultant for school safety and security issues including assessments and critical incident response planning. The SO point of contact will maintain a working knowledge of school rules, regulations, and laws regarding student safety and conduct. The SO point of contact will establish and maintain effective relationships with school personnel at the division and school levels.

The SO will be responsible for the selection, assignment, scheduling, training, supervision, and evaluation of SROs. In their performance of law enforcement functions, the SRO will always remain under the control, through the chain of command, of the SO. The SO will ensure the SRO meets the training standards for SROs established by the Virginia Department of Criminal Justice Services (DCJS) pursuant to Virginia Code 55 9.1-101(54) and 9.1-114.1.

The SO will take into consideration the views of the SD and the identified needs and conditions of the schools when (i) developing and implementing law enforcement policies and practices that may affect schools, and (ii) selecting, assigning, scheduling, training, supervising, and evaluating SROs.

### II. School Division Responsibilities

The SD will designate a primary division-level point of contact between the SD and the SO. The SD point of contact will implement the S-LEP and maintain ongoing communications with SO officials.

School administrators will be responsible for facilitating effective communication between the SRO and school personnel and for supporting the goals of the S-LEP.

Each school with an assigned SRO should provide work area(s) for the SRO that allow access to technologies, private interviewing of multiple persons, and locking storage space for securing physical evidence.

The SD will handle discipline within the school disciplinary process without involving SROs. The SD policies, administrative guidance, training, and ongoing oversight should clearly communicate that school personnel are responsible for school discipline and that law enforcement is not to be involved with disciplinary action, except as may be requested by the SD (e.g., if factual information gathered or observations by the SRO are relevant to a disciplinary matter). The SD is responsible for communicating the goals and role of the SRO to all school administration, personnel, and students.

The SD should ensure that school administrators meet the training requirements set forth in Virginia Code 9 22.1-279.8(E).

### III. SRO Roles and Responsibilities

SROs should be considered active members of their assigned schools. The SRO facilitates the effective delivery of law enforcement services and assists with matters related to safety, security, and the exchange of information between the SD and the SO.

Unless there is a clear and imminent threat to safety, requests from school personnel for SRO or other law enforcement assistance are to be made to a school administrator, and such administrator should, if appropriate, request assistance from the SRO.

To the extent possible, SROs' duty schedules should be organized to provide coverage throughout the school day. SROs provide a visible deterrent to crime and shall be visible patrolling the exterior and interior grounds. SROs should wear the regulation uniform of the employing SO and operate a marked SO vehicle while on duty unless otherwise authorized by the SRO's supervisor.

Additionally, SROs should assist school administrators in developing school crisis, emergency management, and medical emergency response plans. SROs should work with school administrators in problem-solving to prevent crime and promote safety in the school environment. SROs are expected to collaborate with school administrators and other school personnel to support positive school climates that focus on resolving conflicts and minimizing student involvement with the juvenile and criminal justice systems.

SROs serve multiple roles in schools. The roles are interrelated, but all are carried out with the aim to contribute to school safety and security and to promote positive and supportive school climates. The key roles of an SRO are:

#### Law enforcement officer

As a sworn law enforcement officer, the primary role of an SRO in a school is as a law enforcement officer. SROs assume primary responsibility for responding to requests for law enforcement assistance from school administrators and coordinating the response of other law enforcement resources to the school. SROs should work with school administrators in problem-solving to prevent crime and promote



safety in the school environment. In all cases, the SRO's role as a law enforcement officer should take precedence over any other roles performed by the SRO.

#### Law-related educator

As resources permit, SROs should strive to assist with presentations to school personnel on law-related topics such as law enforcement practices, changes in relevant laws, crime trends, crime prevention, school safety strategies, and crisis response procedures. SROs may also deliver law-related education to students using lessons/curricula approved in advance by the SD.

#### Role model and informal mentor

Students often seek approval, direction, and guidance from adults in the school setting about various problems. Through formal and informal interaction with students, SROs serve as role models and informal mentors. SROs are expected to communicate clearly to students about acceptable and unacceptable behavior, set a positive example in handling stressful situations and resolving conflicts, show respect and consideration of others, and express high expectations for student behavior. Students who may need additional assistance shall be referred to a school-based resource.

### IV. School Administrator Roles and Responsibilities

Consistent with the Virginia Standards for Accrediting Public Schools in Virginia, 8 VAC 20-131-210(A), "the principal is recognized as the instructional leader and manager of the school and is responsible for (fostering the success of all students by developing, advocating, and sustaining an academically rigorous, positive, and safe school climate for all stakeholders[.]" Additionally, pursuant to 8 VAC 20131260(D), the School administration should ensure that the school has written procedures "to follow in emergencies such as fire, injury, illness, allergic reactions, and violent or threatening behavior" and "for responding to violent, disruptive, or illegal activities by students on school property or during a school sponsored activity[.]"

School administrators should review the MOU annually with SROs and establish school-specific operational and communications procedures to support the goals of the SLEP.

## OPERATIONAL PROCEDURES

### I. Differentiating Disciplinary Misconduct from Criminal Offenses

School administrators and personnel are responsible for school discipline. Although SROs are expected to be familiar with the school division code of student conduct, the rules of individual schools, and their application in day-to-day practice, SROs should not be involved with the enforcement of school rules or disciplinary infractions that are not violations of law.

Consequences of student misconduct should be effective, developmentally appropriate, and fair.

Interventions and school sanctions should help students learn from their mistakes and address root causes of misconduct. School administrators should consider alternatives to suspensions and expulsions and law enforcement officials should consider alternatives to involvement with the juvenile and criminal justice systems for student violations of law.

### II. Information Sharing

The release and sharing of student records is governed by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 9 1232g, and its implementing regulations, 34 C.F.R. Part 99 and 55 22.1-287 and 22.1287.1 of the Code of Virginia.

When appropriate, and to the extent allowable by law, the SD should notify SROs of any special needs of a student involved in a school-based infraction that is not routine discipline in order to assist the SRO in recognizing and accommodating behaviors that may be manifestations of a student's disability.

Consent access. An SRO or other law enforcement officer may have access to a student's educational records with written consent of the student's parent or legal guardian or of the student if the student is 18 years of age or older.

SRO access. For purposes of access to student records, SROs may be considered "school officials with a legitimate educational interest" in reviewing information from student educational records covered by FERPA, and may be provided student information as needed to carry out their duties related to the school environment, provided such SROs perform a function or service for which the school would otherwise use employees (e.g., maintaining the physical safety and security of the school) and comply with the use and re-disclosure requirements set forth in 34 C.F.R. 99.33. SROs may have access to (i) information on students in their assigned schools that include directory information and additional items needed to carry out their duties, such as class schedules, as approved by the school administrator, and (ii) directory information for all students in the school division (however, unless they are school officials with a legitimate educational interest, they will not have address to student addresses, telephone numbers or email addresses unless another exception applies, given 5 22.1-287.1 of the Code of Virginia). While, as noted above, SROs are always under the control of the SO in carrying out their law enforcement duties, the SO agree that SROs will respect the confidentiality of student education records as other school officials would and are under the control of the SD when it comes to the handling of student education records. SROs understand that unless a FERPA exception applies that would permit disclosure to law enforcement by any school official (e.g., in the context of a health or safety emergency or in response to a subpoena), SROs will not share protected student record information with the SO.

Health or Safety Emergency Exception. Pursuant to 34 C.F.R. 99.36, in the event of an articulable and significant threat to the health or safety of a student or other individuals, school officials may disclose any information from student records to appropriate parties, including law enforcement officials, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

SRO disclosure of law enforcement records. SROs may disclose law enforcement records created and maintained by the SRO for the purpose of maintaining the physical security and safety of the school or the enforcement of laws. Because law enforcement records are not student records, they are not subject to the disclosure requirements of FERPA.

### III. Investigation and Questioning

SROs have the authority to question students who may have information about criminal activity. As sworn law enforcement officers, SROs have authority to stop, question, interview, and take law enforcement action without prior authorization of the school administrator or contacting parents or legal guardians. However, the investigation and questioning of students during school hours or at school events should be limited to situations where the investigation is related to suspected criminal activity related to the operation of or occurring at the school. The investigation and questioning of students for

offenses not related to the operation of or occurring at the school should take place at school only when delay might result in danger to any person, destruction of evidence, or flight from the jurisdiction by the person suspected of a crime.

The interviewing of students, whether as suspects, victims, or witnesses, should be conducted privately in an office setting. SROs shall take steps to ensure minimal intrusion into the educational experience of students being questioned in the school setting. Custodial interrogation of a minor must be conducted in accordance with 5 16.1-247.1 of the Code of Virginia.

SROs are responsible for leading the investigation and questioning of students related to suspected violations of criminal law. SROs shall not be included in the investigation and questioning of students about student code of conduct violations that do not involve any criminal activity or risk of harm to self or others. School administrators are responsible for the investigation and questioning of students about violations of the code of conduct.

#### IV. Searches

All searches shall be conducted in accordance with federal and state laws, and applicable SD, and SO policies and guidelines, including the principles embodied in this MOU.

School administrator searches. School personnel may conduct searches of a student's property and person under their jurisdiction in accordance with guidelines developed as contemplated by Code of Virginia 22.1-279.7, and the advice of the school's legal counsel.

SRO searches. Any search initiated by an SRO or other law enforcement officer should be conducted in accordance with constitutional search and seizure requirements. All searches should occur outside the presence of students and school personnel, with the exception of school administrators, unless there is a clear and imminent threat to safety.

SROs should not become involved in administrative searches and at no time should SROs request that an administrative search be conducted for law enforcement purposes or have school personnel conduct a search as the SRO's agent.

#### V. Arrests

Whenever practical, the arrest of a student, or school personnel should be accomplished outside of school hours to not disrupt the educational process or school setting. Arrests that must occur during school hours or on school grounds should be coordinated through the school administrator to minimize potential disruption. When circumstances do not allow for prior coordination through the school administrator, arrests should be reported to the school administrator as soon as possible. In addition to any required notification of parents and legal guardians by the SRO taking a student or employee into custody, school administrators or their designees should consider notifying parents and legal guardians upon a school-based arrest of the student.

#### VI. Physical Restraint by School Personnel

Physical restraint refers to restricting a student's ability to freely move his or her torso, arms, legs, or head. The term physical restraint does not include a physical escort, such as temporary touching of the arm or other body part for the purpose of inducing a student who is acting out to walk to a safe location.

Physical restraint by school personnel is used in accordance with the Regulations Governing the Use of Seclusion and Restraint in Public Elementary and Secondary Schools in Virginia (8VAC20-750), and related local school board policies. Every effort should be made by school personnel to prevent the need for the use of restraint. Physical restraint should not be used except by school personnel trained in the use of physical restraint as required by the school division.

School personnel should act to de-escalate situations that are causing, or have the potential to cause, disruptions to the school environment and/or are violations of the student code of conduct where appropriate. If physical intervention is necessary, the action shall be reported promptly to the school administrator and the rationale for the action shall be fully documented.

## VI'. Physical Intervention by School Resource Officers

An SRO should not be involved in the physical restraint of a student unless there is a clear and imminent threat to safety. As sworn law enforcement officers, SROs may intervene to de-escalate situations.

Physical intervention by SROs is undertaken in accordance with policies and operational procedures of the SO and state law regarding physical intervention and use of force by a law enforcement officer. If an SRO is involved in the use of restraint or physical intervention, the action should be reported to the school administrator and the SRO's supervisor and the rationale for the action should be fully documented.

SROs should be aware of the Regulations Governing the Use of Seclusion and Restraint in Public Elementary and Secondary Schools in Virginia (8VAC20-750) and related local school board policies and may attend training offered by the local school system on their use of seclusion and restraint by school personnel. However, SROs should continue to operate by the policies and operational procedures of the SO and state law regarding physical intervention and use of force by a law enforcement officer.

Additionally, if the SRO physically intervenes with a student, the SD and SO should coordinate to ensure that reasonable effort is made to inform the parents or legal guardians of such student on the same day as the occurrence of the physical intervention.

## KEY STATUTORY RESPONSIBILITIES

### I. Crime Reporting

5 22.1-279:3:1 of the Code of Virginia (effective 7/1/2022) requires the reporting of certain acts to school authorities; reporting of certain acts by school authorities to parents; and reporting of certain acts by school authorities to law enforcement.

A. Reports shall be made to the division superintendent and to the principal or his designee on all incidents involving:

1. Alcohol, marijuana, a controlled substance, an imitation controlled substance, or an anabolic steroid on a school bus, on school property, or at a school-sponsored activity, including the theft or attempted theft of student prescription medications;
2. The assault and battery that results in bodily injury of any person on a school bus, on school property, or at a school-sponsored activity;

3. The sexual assault, death, shooting, stabbing, cutting, or wounding of any person, abduction of any person as described in 518.2-47 or 18.2-48 or stalking of any person as described in 518.2-60.3 on a school bus, on school property, or at a school-sponsored activity;
4. Any written threats against school personnel while on a school bus, on school property, or at a school-sponsored activity;
5. The illegal carrying of a firearm, as defined in S 22.1-277.07 onto school property;
6. Any illegal conduct involving firebombs, explosive materials or devices, or hoax explosive devices, as defined in 518.2-85 or explosive or incendiary devices, as defined in 518.2-433.1 or chemical bombs, as described in 518.2-87.1 on a school bus, on school property, or at a school-sponsored activity;
7. Any threats or false threats to bomb, as described in 518.2-83 made against school personnel or involving school property or school buses; or
8. The arrest of any student for an incident occurring on a school bus, on school property, or at a school-sponsored activity, including the charge therefor.

**B. Except as may otherwise be required by federal law, regulation, or jurisprudence, each principal:**

1. Shall immediately report to the local law-enforcement agency any incident described in subdivision A- 1 that may constitute a felony offense;
2. Shall immediately report to the local law-enforcement agency any incident described in subdivisions A- 3 through 7, except that a principal is not required to but may report to the local law enforcement agency any incident described in subdivision A- 4 committed by a student who has a disability;
3. May report to the local law-enforcement agency any other incident described in subsection A that is not required to be reported pursuant to subdivision 1 or 2; and
4. Shall immediately report any act enumerated in subdivisions A- 1 through 5 that may constitute a criminal offense to the parents of any minor student who is the specific object of such act. Further, the principal shall report whether the incident has been reported to local law enforcement pursuant to this subsection and, if the incident has been so reported, that the parents may contact local law enforcement for further information, if they so desire.

Pursuant to 55 16.1-260(G) and 19.2-83.1(B), law enforcement agencies and/or intake officers are required to notify the division superintendent if a student is arrested for certain offenses or subject to a petition alleging that the student committed certain offenses. Division superintendents who receive such reports are required to report the information to the principal of the school in which the student is enrolled.

As a general practice, SROs should notify the principal as soon as practical of any significant law enforcement events occurring at or in association with the school (e.g., at a school bus stop or offcampus activity, during or outside school hours). No SRO or school administrator will be required to file delinquency charges in response to any such activity.

## II. Threat Assessment

Threat assessments will be conducted in accordance with local school board policies adopted as required by Virginia Code 5 [22.1-79.4](#) and, in general, consistent with model procedures and guidelines published by the DCJS Virginia Center for School and Campus Safety and other appropriate practices.

Pursuant to 5 [22.1-79.4](#) each division superintendent shall establish, for each school, a threat assessment team that shall include persons with expertise in counseling, instruction, school administration, and law enforcement and (effective 7/1/2022), in the case of any school in which a school resource officer is employed, at least one such school resource officer. SROs serving as members of threat assessment teams (including as school officials with a legitimate education interest, as defined by FERPA and as discussed above) may assist in the monitoring of subject students as well as determining the need, if any, for law enforcement action.

## III. School Safety Audits

School safety audits will be conducted annually as required by Virginia Code 5 [22.1-279.8](#) to assess school safety conditions in schools. SROs, in collaboration with school administrators, will conduct school inspection walk-throughs using a standardized checklist developed by the Center for School and Campus Safety. SROs and the PD/SO should collaborate in other school safety audit mandates set forth in Virginia Code 5 [22.1-279.8](#) including school crisis, emergency management, and medical emergency response planning and preparation, and (effective 7/1/2022) as part of each such audit, the school board shall create a detailed and accurate floor plan for each public school building in the local school division or shall certify that the existing floor plan for each such school is sufficiently detailed and accurate.

## REVIEW OF MOU

Effective July 1, 2020, per an amendment to Virginia Code 5 [22.1-280.2:3](#) "school boards and local law enforcement agencies shall review and amend or affirm memorandums of understanding at least once every two years, or at any time upon the request of either party". Further, "each school board shall ensure the current division memorandum of understanding is conspicuously published on the division website and provide notice and opportunity for public input and discussion during each memorandum of understanding review period."

Quarterly meetings should be conducted throughout the year between the SD point of contract and SO point of contact to support successful implementation of the partnership. This MOU remains in force until such time as either party withdraws from the agreement by delivering a written notification of such withdrawal to the other party at least 45 days prior to the date of withdrawal.

Signed:

  
\_\_\_\_\_  
Sheriff

  
\_\_\_\_\_  
Superintendent of Schools

30 August 2022  
Date

8-31-2022  
Date

See Attachment: SLEP Training Instructor Guide (2022)

Attachment: FY23 Pittsylvania SRO Grant 2023 (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

October 12, 2022

Clarence Monday  
Interim County Administrator  
1 Center Street  
Chatham, Virginia 24531

RE: FY23-3 SRO-SRO Grant Program and Fund: Crime Analyst / Grant Writer

Dear Clarence Monday:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **23-284-A** and was approved for a total award of **\$475,170**, funded through Award Number **2023-FREE-GRANT**. The project period is **10/1/2022** through **6/30/2023**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are now referred to as **Conditions and Requirements** and will be posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements> within the next two weeks.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov). If you have questions, contact your DCJS Grant Monitor **Michelle Miles** at [Michelle.Miles@dcjs.virginia.gov](mailto:Michelle.Miles@dcjs.virginia.gov) or via email at **804-225-1846**.

Sincerely,

Jackson Miller



### STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services  
1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia 23219

**FY23-3 SRO-SRO Grant Program and Fund**

Grantee: Pittsylvania  
DCJS Grant Number: 23-284-A  
Grant Start Date: 10/1/2022  
Grant End Date: 6/30/2023  
  
Indirect Cost Rate: \_\_\_\_\_%     **\*If applicable**

Federal Funds:  
State General Funds:  
State Special Funds:             **\$475,170**  
Local Match:                         \_\_\_\_\_  
  
Total Budget:                         **\$475,170**

<b>Project Director</b>	<b>Project Administrator</b>	<b>Finance Officer</b>
William Chaney Crime Analyst / Grant Writer 21 North Main Street Chatham, Virginia 24531 434-432-7840 billy.chaney@pittgov.org	Clarence Monday Interim County Administrator 1 Center Street Chatham, Virginia 24531 434-432-7710 clarence.monday@pittgov.org	Kim VanDerHyde Director of Finance 1 Center Street Chatham, Virginia 24531 434-432-7742 kim.vanderhyde@pittgov.org

**\*Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: \_\_\_\_\_  
Authorized Official (Project Administrator)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: FREE ROUND III 23-284-A Pittsylvania (3433 : Sheriff's Department Grants Discussion (Contact: Sheriff Taylor); (20 minutes))



## Commonwealth of Virginia Virginia Department of Criminal Justice Services Statement of Grant Award (SOGA) Instructions

The Statement of Grant Award is included within the Award Package. It include the DCJS, federal, and/or state grant information, the three contact persons of record, and the approved budget. Please have this document signed by the County Administrator or City Manager. A Signature Power form will need to be submitted if someone other than the assigned person signs the SOGA. For more information, please contact grantsmgmt@dcjs.virginia.gov.

### ☐ Project Director, Project Administrator, and Finance Officer

- **Project Director** – The person who will have day-to-day responsibility for managing the project.
- **Project Administrator** – The person who has authority to formally commit the locality or state agency to complying with all the terms of the grant application including the provision of the required cash match. This **must** be the city, county or town manager; the chief elected officer of the locality, such as the Mayor or Chairman of the Board of Supervisors; or, in the case of a state agency, the agency head. *If someone other than one of these officials has been delegated the authority to sign, and signs the grant application, provide a copy of the letter, memorandum or other document by which the signing authority was delegated.*
- **Finance Officer** – The person who will be responsible for fiscal management of funds.

### STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services  
1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia

VOCA		
Subgrantee: ABCOneTwoThree DUNS Number: 123456789      DCJS Grant Number: 20-A1234VP18 Grant Start Date: 07/01/2019      Grant End Date: 06/30/2020		
Federal Grant Number: 2016-VA-GX-0039, 2017-VA-GX-0018, and/or 2018-V2-GX-0011 Federal Awardee: OVC Federal Catalog Number: 16.575 Project Description: To provide direct services for crime victims.		
Federal Funds: <b>\$960,000</b> Indirect Cost Rate: ____% State General Funds: <b>\$54,000</b> *If applicable State Special Funds: <b>\$0</b> Local Match: <b><u>\$186,000</u></b> Total Budget: <b>\$1,200,000</b>		
Project Director	Project Administrator	Finance Officer
Ms. Jane Doe Executive Director ABCOneTwoThree P. O. Box 111111 Richmond, VA 23226 (804) 123-4567 jane@ABCOneTwoThree.com	Ms. Elizabeth Doe Board President ABCOneTwoThree P. O. Box 111111 Richmond, VA 23226 (804) 123-4567 elizabeth@ABCOneTwoThree.com	Mr. John Doe Director of Finance ABCOneTwoThree P. O. Box 111111 Richmond, VA 23226 (804) 123-4567 john@ABCOneTwoThree.com
<p><b>*Please indicate your ICR in the space provided, if applicable.</b> As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and Special Conditions attached thereto, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.</p> <p style="text-align: right;">Signature: _____ Authorized Official (Project Administrator)</p> <p style="text-align: right;">Title: _____</p> <p style="text-align: right;">Date: _____</p>		



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**ACTION ITEM**

<b>Agenda Title:</b>	Convenience Centers Improvements Update/Priority Discussion (Staff Contact: Chris D. Adcock); (20 minutes)		
<b>Staff Contact(s):</b>	Chris Adcock		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	6.b
<b>Attachment(s):</b>	Solid Waste Sites Update_111522		
<b>Reviewed By:</b>	<i>CA</i>		

Chris D. Adcock, County Director of Public Works, will present the Board a status update on County Convenience Center improvements and ask the Board to prioritize future related spends. For the Board's reference and review, a copy of Adcock's related presentation is attached.

# Convenience Centers Improvements Update

November 15, 2022

# Convenience Centers Improvements Update

Our engineering consultant has prepared preliminary improvement plans for three of our existing facilities:

- Mount Hermon (3575 Franklin Turnpike, Danville)
- Motley (1130 Highwayview Road, Hurt)
- Berry Hill (110 Target Drive, Danville)

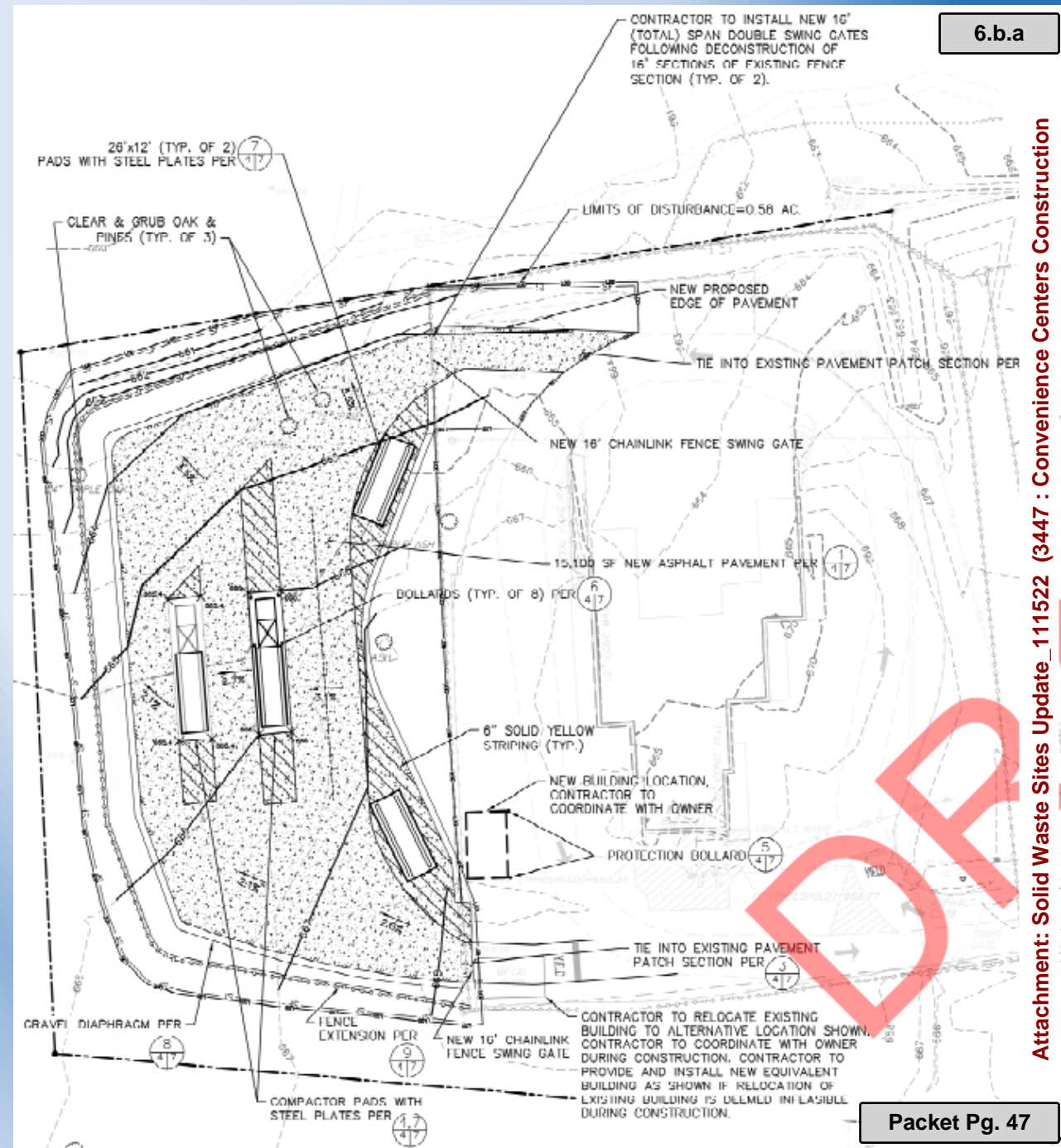
# Convenience Centers Improvements Update

Tonnage by Site (7/1/22 through 9/28/22)				
SITE	Site Code	Open Top (tons)	Packer Box (tons)	Total (tons)
Mt Hermon (41)	41	206	408	614
Blair's	B	137	281	418
Mt Cross	MC	193	212	405
Motley	M	171	205	376
Rockford (Gretna)	GRT	146	221	367
Ringgold Depot	D	142	224	366
Brosville (622)	622	147	214	361
Berry Hill (58W)	58W	190	170	360
Kentuck (729)	R	117	232	349
Dry Fork (Vo-Tech)	VT	160	183	343
Grit	G	138	192	330
Moses Mill (57)	57	144	184	328
Powell (839)	839	99	198	297
Sutherlin (58E)	58E	140	146	286
Whitmell	W	97	151	248
Sandy River	SR	87	144	231
Smith Mountain	SM	90	108	198
Mt Airy	MTA	74	112	186
Callands	C	80	104	184
Mt Tabor	MT	107	70	177
Mayfield	OM	93	70	163

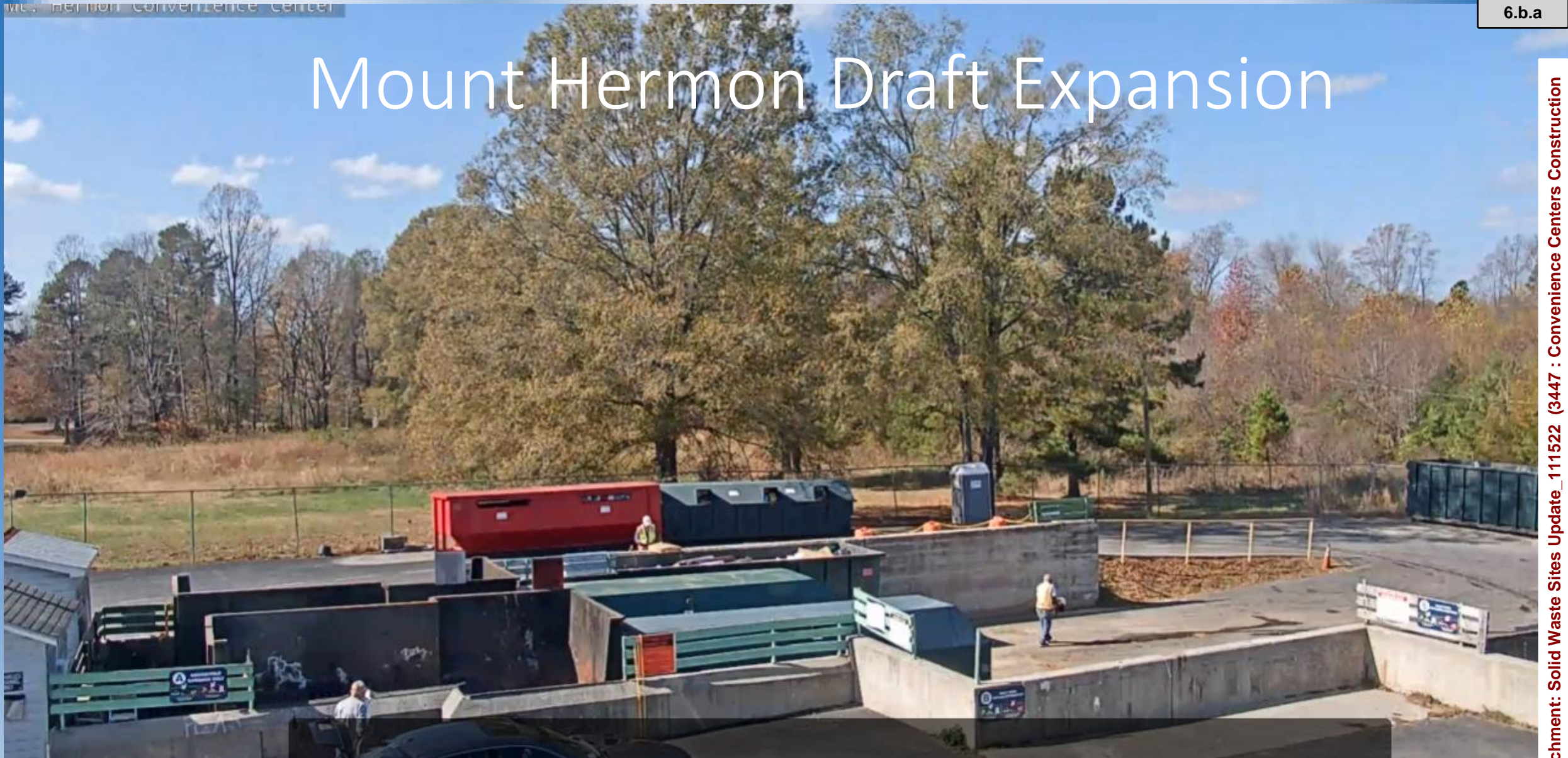
Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

# Mount Hermon Draft Expansion

- Adds space for two new compactors and two recycling or roll-off boxes.



# Mount Hermon Draft Expansion



Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction



# Convenience Centers Improvements Update

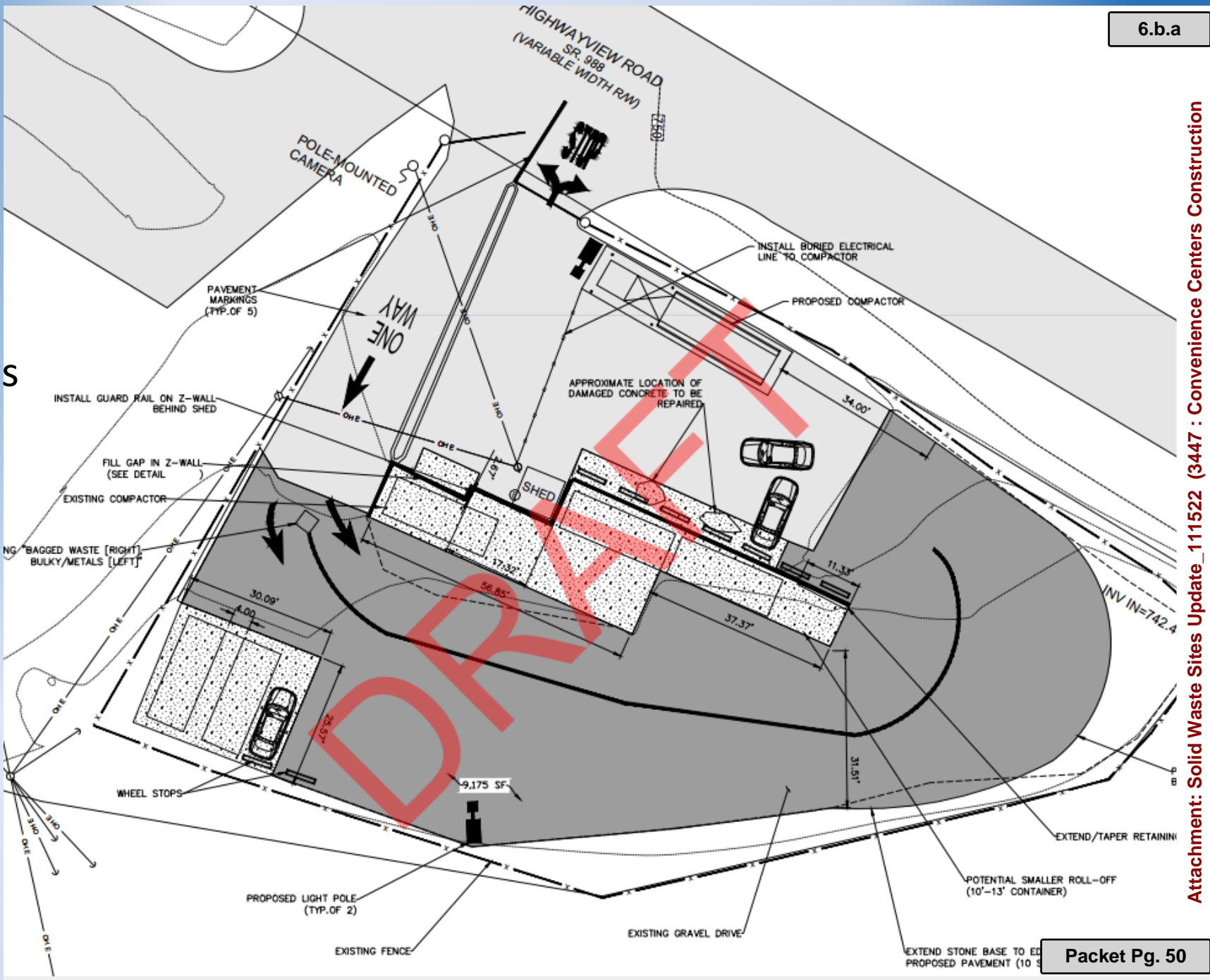
## Mount Hermon - Engineer's Preliminary Cost Estimate

Paving, Concrete & Traffic Control ----	\$190,100
Waste Compactor / Containers -----	\$81,000
Electrical -----	\$42,100
Grading & Erosion Control -----	\$26,000
Fencing -----	\$37,500
Contingency & Miscellaneous -----	\$92,350 (30%)
Engineering -----	<u>\$41,600</u>
<b>TOTAL-----</b>	<b>\$510,650</b>

Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

# Motley Draft Expansion

- Pave existing gravel areas
- Provide new compactor
- Provide payment markings for better traffic flow
- Additional lighting for safety & security
- Fence repairs



Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

# Motley Site



Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

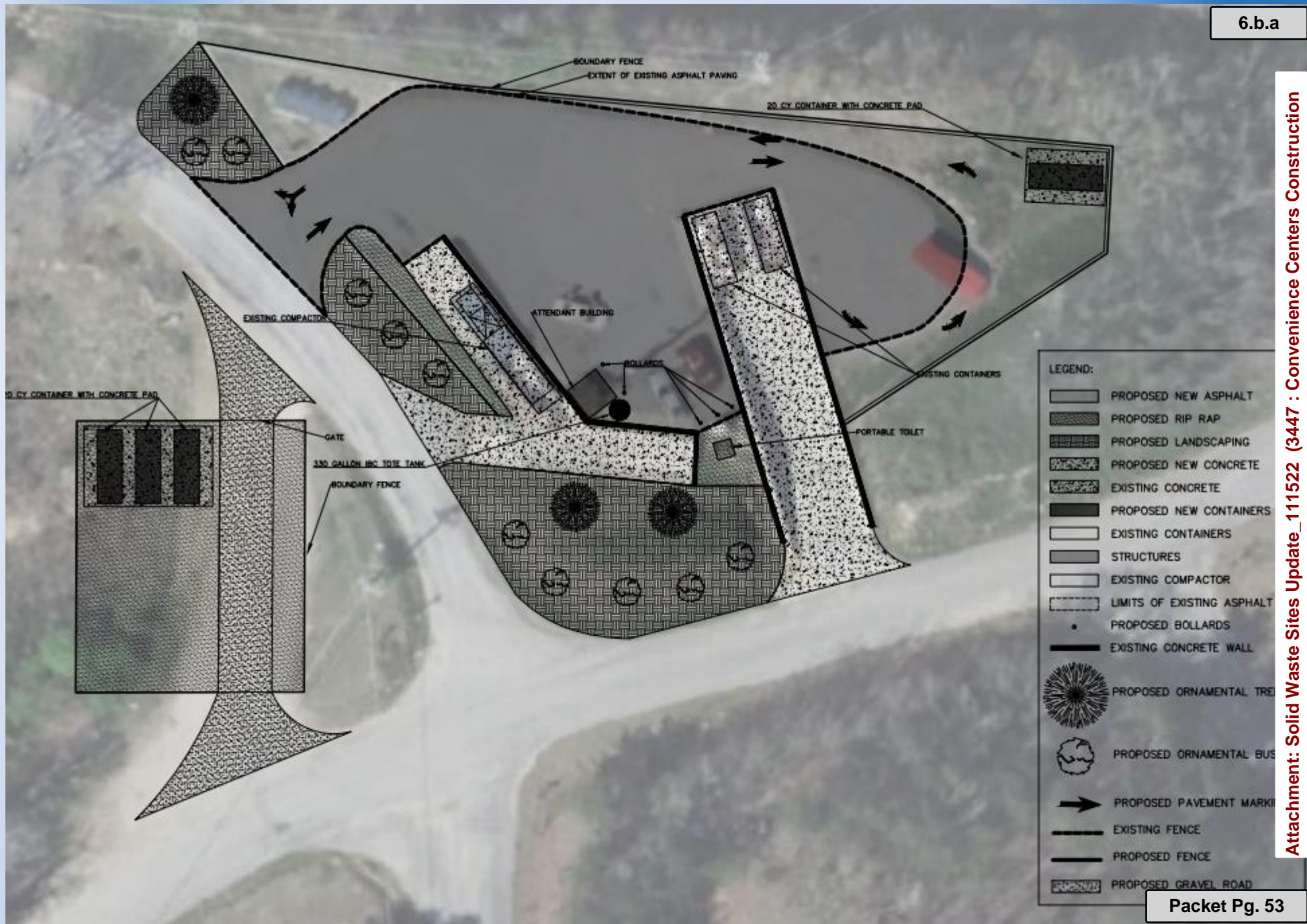
# Convenience Centers Improvements Update

## Motley- Engineer's Preliminary Cost Estimate

Paving, Concrete & Traffic Control ----	\$135,000
Waste Compactor / Containers -----	\$72,900
Electrical & Lighting-----	\$21,100
Fencing -----	\$7,600
Contingency & Miscellaneous -----	\$49,110 (30%)
Engineering -----	<u>\$44,250</u>
<b>TOTAL-----</b>	<b>\$329,960</b>

Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

# Berry Hill Expansion



Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

# Convenience Centers Improvements Update

## Berry Hill- Engineer's Preliminary Cost Estimate

Site Preparation -----	\$47,700
Paving, Concrete & Traffic Control ----	\$98,900
Fencing -----	\$53,300
Site Landscaping & Restoration -----	\$10,500
Waste Containers -----	\$8,100
Contingency & Miscellaneous -----	\$63,120 (30%)
Engineering -----	<u>\$33,800</u>
<b>TOTAL-----</b>	<b>\$315,420</b>

Attachment: Solid Waste Sites Update\_111522 (3447 : Convenience Centers Construction

# Convenience Centers Improvements Update

## Funding Available

There is currently \$538,153.88 remaining in our compactor sites improvement account.

Once the Meadow Ridge Court site is complete, there may be some leftover funding from the new sites account that could be reappropriated for these improvements.

# Convenience Centers Improvements Update

## Prioritization / Recommendation

Due to limited funding, we need to prioritize which site to move forward on.



Convenience Centers Improvements Update			
Name	Phase	Status	Cost
MT. HERMON	Phase 1	Active	\$1,200,000
...	...	...	...

Due to the amount of tonnage received at Mt. Hermon, staff recommends moving forward with that project, with the others to follow as funding allows.





**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	CSA Annual Audit Presentation (Staff Contact: Cheryl J. Boswell); (10 minutes)		
<b>Staff Contact(s):</b>	Cheryl J. Boswell		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	6.c
<b>Attachment(s):</b>	CSA Powerpoint Presentation for BOS 11-15-2022		
<b>Reviewed By:</b>	<i>VB</i>		

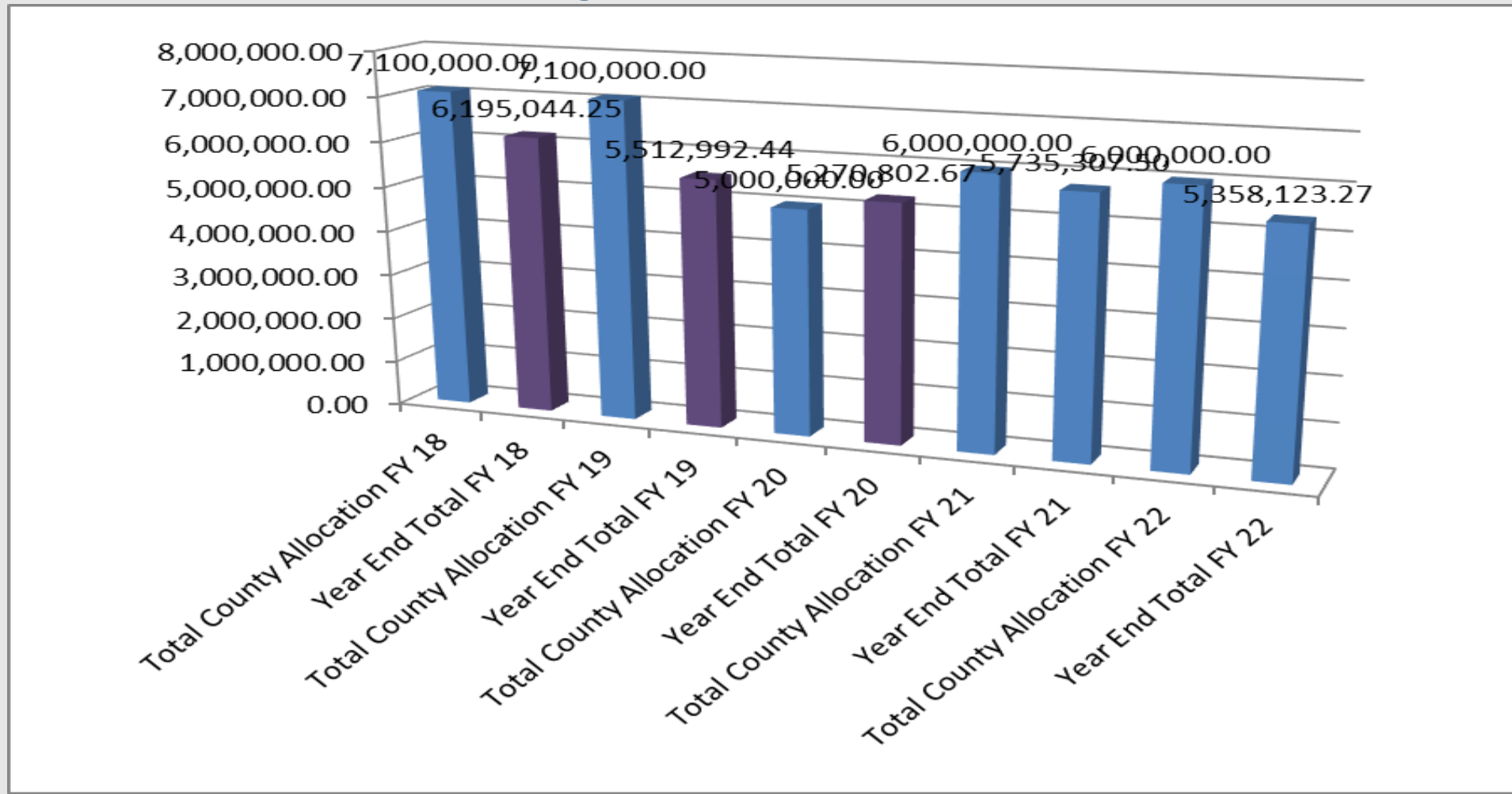
Cheryl J. Boswell, County CSA Coordinator, will review the County's CSA's Annual Audit with the Board. For the Board's reference and review, related documentation is attached.

# CSA End of Year Financial Report

FY 2022

Attachment: CSA Powerpoint Presentation for BOS 11-15-2022 (3448 : CSA Annual Audit

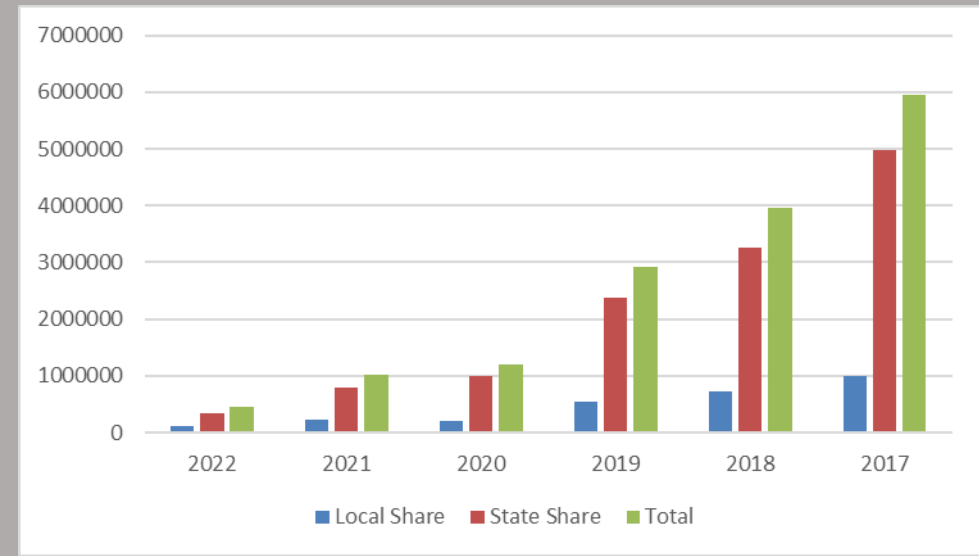
# Yearly Allocation



Attachment: CSA Powerpoint Presentation for BOS 11-15-2022 (3448 : CSA Annual Audit

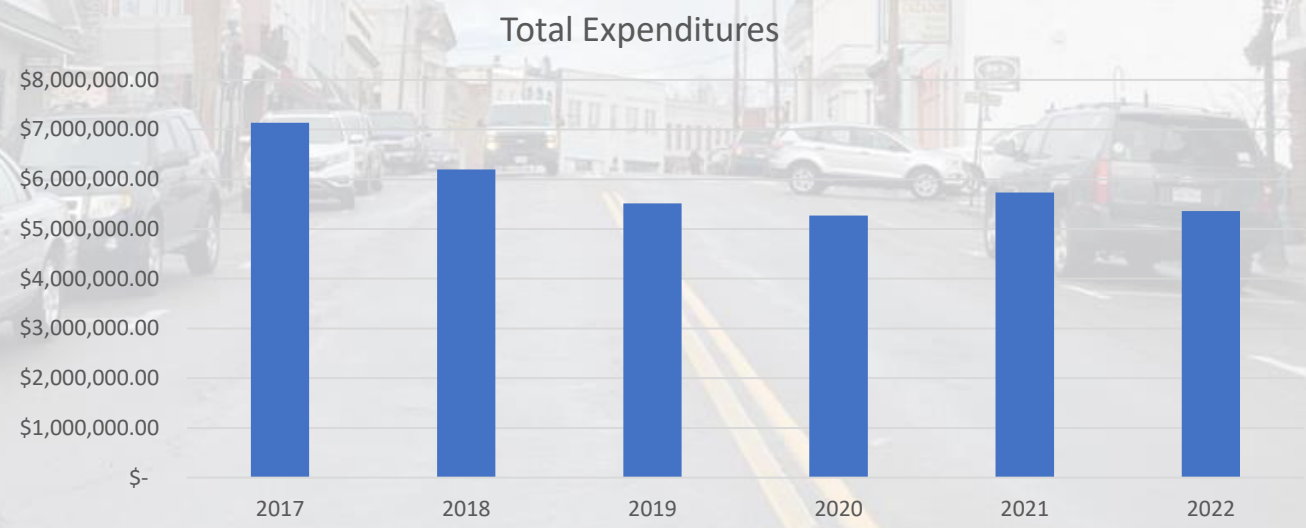
# Supplement Charts

	Local Share	State Share	Total
2022	113,980.27	337,194.28	451,174.55
2021	226,337.59	786,358.59	1,012,696.18
2020	212,699	996,366	1,209,065
2021	538,933	2,378,759	2,917,691
2018	714,400.58	3,255,739.4	3,970,139.94
2017	985,182.04	4,974,497.1	5,959,679.16



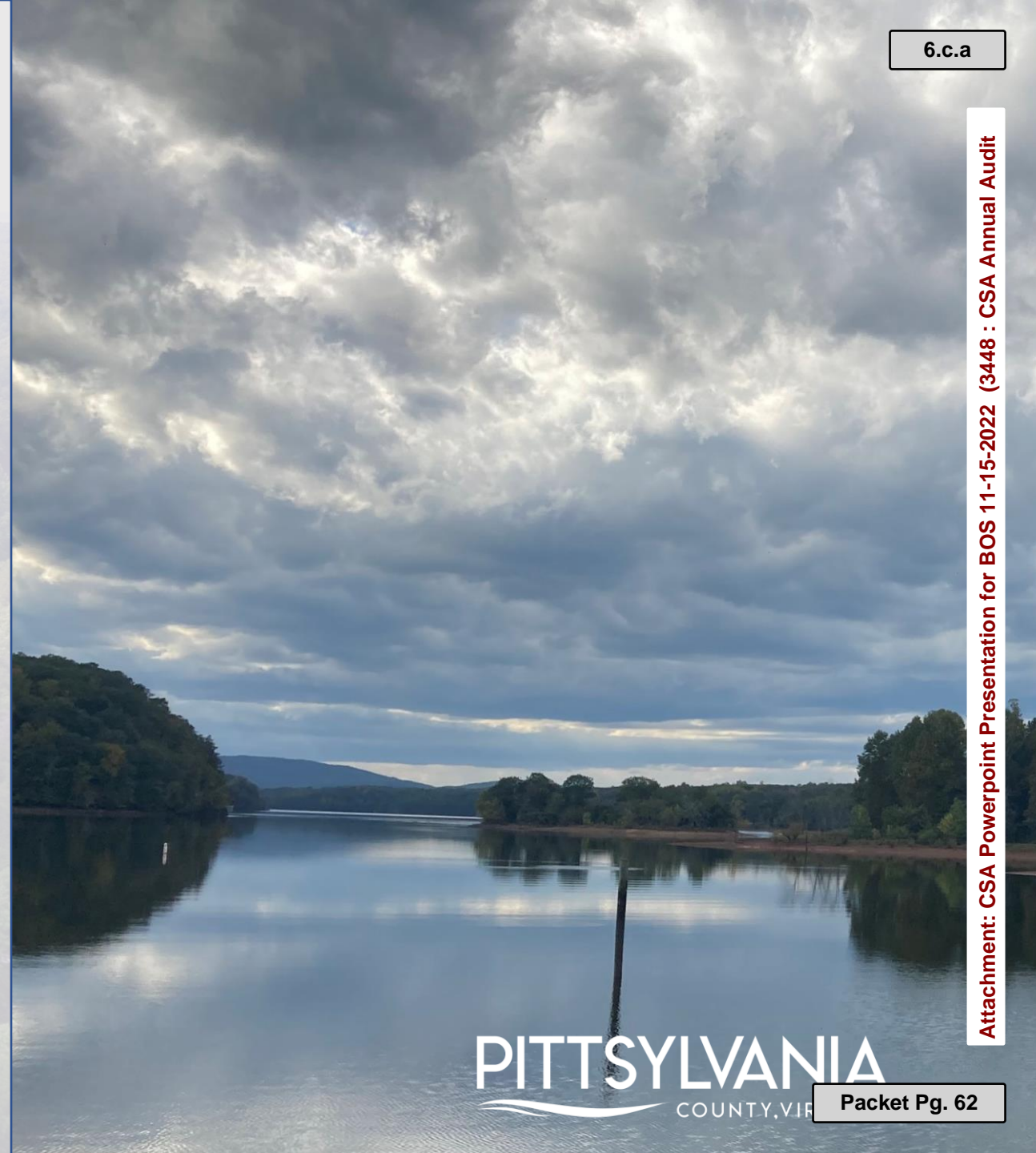
Attachment: CSA Powerpoint Presentation for BOS 11-15-2022 (3448 : CSA Annual Audit

# Total Expenditures 2017 -2022



Attachment: CSA Powerpoint Presentation for BOS 11-15-2022 (3448 : CSA Annual Audit

- Fiscal Year 2018 savings = \$941,718.52
- Fiscal Year 2019 savings = \$682,051.81
- Fiscal Year 2020 savings = \$242,189.77
- Fiscal Year 2021 = increase in expenditures of \$464,504.83
- Fiscal Year 2022 savings = \$377,184.23
- CSA is continuing to work on strategies to continually be fiscally responsible and serve the children and families in our community
- The increase in expenditures is mainly due to the increase in Foster Care numbers from last couple years and the effects of COVID.





**Board of Supervisors**  
**EXECUTIVE SUMMARY**  
**INFORMATION ITEM**

<b>Agenda Title:</b>	Potential Future Board Bylaws Revisions Discussion (Contact: Chairman Ingram); (20 minutes)		
<b>Staff Contact(s):</b>	Chairman Ingram		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	6.d
<b>Attachment(s):</b>			
<b>Reviewed By:</b>			

Chairman Ingram will facilitate discussion regarding potential future revisions to the Board's Bylaws.



**Board of Supervisors**  
**EXECUTIVE SUMMARY**

**INFORMATION ITEM**

<b>Agenda Title:</b>	Fire and Rescue Funding Discussion (Contact: Chairman Ingram); (20 minutes)		
<b>Staff Contact(s):</b>	Chairman Ingram		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	6.e
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	<i>VIH</i>		

Chairman Ingram will facilitate discussion regarding potential Fire and Rescue funding.





**Board of Supervisors**  
**EXECUTIVE SUMMARY**  
**INFORMATION ITEM**

<b>Agenda Title:</b>	Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. (Staff Contact: Dave F. Arnold)		
<b>Staff Contact(s):</b>	J. Vaden Hunt, Esq.		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	8.a
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	<i>VH</i>		

(1) Legal Authority: Virginia Code § 2.2-3711(A)(3)  
 Subject Matters: Jail Land (Property Acquisition)  
 Purpose: Legal Consultation/Legal Advice Regarding the Same




**Board of Supervisors**  
**EXECUTIVE SUMMARY**  
**INFORMATION ITEM**

<b>Agenda Title:</b>	Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. (Staff Contact: Matthew D. Rowe)		
<b>Staff Contact(s):</b>	Matthew D. Rowe		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	8.b
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	<i>VR</i>		

(1) Legal Authority: Virginia Code § 2.2-3711(A)(5)  
 Subject Matter: Unannounced Prospective Businesses/Industries  
 Purpose: General Economic Development Projects Update



**Board of Supervisors**  
**EXECUTIVE SUMMARY**  
**INFORMATION ITEM**

<b>Agenda Title:</b>	Closed Session Certification (Staff Contact: Kaylyn M. McCluster)		
<b>Staff Contact(s):</b>	J. Vaden Hunt, Esq.		
<b>Agenda Date:</b>	November 15, 2022	<b>Item Number:</b>	9.a
<b>Attachment(s):</b>			
<b>Reviewed By:</b>			

**PITTSYLVANIA COUNTY BOARD OF SUPERVISORS'**  
**CLOSED MEETING CERTIFICATION**

**BE IT RESOLVED** that at the Pittsylvania County Board of Supervisors' ("Board") Work Session on November 15, 2022, the Board hereby certifies by a recorded vote that to the best of each Board Member's knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act ("Act") and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Board Member believes that there was a departure from the requirements of the Act, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Board's Minutes.

	<u>Vote</u>
Timothy W. Chesher	Yes/No
Darrell W. Dalton	Yes/No
Timothy W. Dudley	Yes/No
Ronald S. Searce	Yes/No
Robert M. Tucker, Jr.	Yes/No
Robert ("Bob") W. Warren	Yes/No
William V. ("Vic") Ingram	Yes/No