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ANNUAL EXECUTIVE BOARD MEETING held, on
December 2, 2019, at 10:02 a.m., at the Hampton Roads
Criminal Justice Training Academy, 805 City Center
Boulevard, Newport News, Virginia, before
Lakesha Jackson, Professional Court Reporter and a
Notary Public, in and for the State of Virginia at
Large.

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A P P E A R A N C E S

BOARD MEMBERS: SCOTT BARLOW
CLIFF BOWEN
MORGAN NEIL

- - -

P R O C E E D I N G S

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3 MR. BOWEN: Good morning, everyone. I'd like
4 to welcome you to the Hampton Roads Criminal Justice
5 Training Academy, Board of Directors. And we will
6 begin our agenda, first, by calling the roll, and
7 making sure we have form.

8 Scott?

9 MR. BARLOW: Yes, sir. We will do that.

10 Last year, we did something a little different.
11 We brought a stenographer, or court reporter, in,
12 which made the minutes a lot more accurate. And
13 we've done that again this year. So, if you are
14 going to make comments, please, let the court
15 stenographer know what your name is and what
16 jurisdiction you're with. She doesn't know everyone
17 in here, yet, as we would.

18 We will go ahead and call the roll.

19 Accomack County Sheriff's Office?

20 Sheriff Todd Godwin?

21 (Response.)

22 MR. BARLOW: And you're the proxy, sir?

23 MR. WRIGHT: I'm sorry?

24 MR. BARLOW: You're the Sheriff's proxy?

25 MR. WRIGHT: Yes, sir.

1 MR. WRIGHT: Okay. And your name again, sir,
2 for the court reporter?

3 MR. WRIGHT: Carl Wright.

4 MR. BARLOW: Accomack County administrator,
5 Michael Mason?

6 (No response.)

7 MR. BARLOW: No proxy, sir?

8 (No response.)

9 MR. BARLOW: Chief James Pruitt, Cape Charles?

10 (No response.)

11 MR. BARLOW: Cape Charles manager,
12 Heather Arcos?

13 (No response.)

14 MR. BARLOW: CBN University PD, Chief Chris
15 Mitchell?

16 CHIEF MITCHELL: Present.

17 MR. BARLOW: And sir, you have present
18 Pat Robinson as proxy?

19 CHIEF MITCHELL: I do.

20 MR. BARLOW: Thank you, sir.

21 Chincoteague PD, Chief Fisher?

22 CHIEF FISHER: Yes, sir.

23 MR. BARLOW: How are you, sir?

24 CHIEF FISHER: Good. Thank you.

25 MR. BARLOW: City of Chincoteague manager,

1 James West?

2 CHIEF FISHER: No, sir.

3 MR. BARLOW: No proxy, okay.

4 MR. BARLOW: CNU PD, Chief Dan Woloszynowski?

5 CHIEF Woloszynowski: Here. Proxy, yes.

6 MR. BARLOW: Exmore PD, Chief Angela DiMartino?

7 (No response.)

8 MR. BARLOW: Exmore Town Manager, Robert Duer?

9 (No response.)

10 MR. BARLOW: Franklin PD, Chief Steve

11 Patterson?

12 CHIEF PATTERSON: Here, sir. I have a proxy,

13 Ms. Jerry.

14 MR. BARLOW: And you have the proxy. Thank

15 you, Chief.

16 Gloucester County Sheriff's Office, Sheriff

17 Darryl Warren?

18 SHERIFF WARREN: Here. And I have Mr. Fedors

19 as proxy.

20 MR. BARLOW: Thank you, sir.

21 Hampton University, Chief Administrator, Walter

22 Doretha Spells?

23 CHIEF GLOVER: I'm here, but Chief Glover is

24 here.

25 MR. BARLOW: Chief Glover, do you have her

1 proxy, sir?

2 CHIEF GLOVER: Yes.

3 MR. BARLOW: Thank you. The city manager of
4 Hampton, Mary Bunting?

5 MR. BOND: Assistant state manager, Steven
6 Bond. I have her proxy.

7 MR. BARLOW: Thank you, sir.

8 Hampton Roads Regional Jail, Superintendent
9 David Hackworth?

10 MR. HACKWORTH: Here.

11 Hampton's Sheriff's Office, Sheriff B.J.
12 Roberts?

13 (No response.)

14 MR. BARLOW: Is Major Rich here?

15 (No response.)

16 MR. BARLOW: And Chief David Glover, HU PD?

17 CHIEF GLOVER: Here.

18 MR. BARLOW: Isle of Wight County Sheriff's
19 Office, Sheriff James Clarke?

20 (No response.)

21 MR. BARLOW: Isle of Wight County
22 administrator, Randy Keaton?

23 (No response.)

24 MR. BARLOW: James City County Police
25 Department, Chief Brad Rinehimer.

1 CHIEF RINEHIMER: Here. And I have Mr. Stevens
2 proxy.

3 MR. BARLOW: Thank you, sir.

4 Mathews County Sheriff's Office; Sheriff Mark
5 Barrick?

6 SHERIFF BARRICK: Here.

7 MR. BARLOW: Mathews County administrator,
8 Mindy Conner?

9 (No response.)

10 SHERIFF BARRICK: I do not have her proxy.

11 MR. BARLOW: Middlesex County Sheriff's Office,
12 Sheriff David Bushey?

13 (No response.)

14 MR. BARLOW: Middlesex County administrator,
15 Matt Walker?

16 (No response.)

17 MR. BARLOW: Middle Peninsula Regional Security
18 Center, Superintendent Tim Doss?

19 SUPERINTENDENT DOSS: Here.

20 MR. BARLOW: North Hampton County Sheriff's
21 Office, Sheriff David Doughty?

22 MR. FERBREN: A.J. Ferbren (phonetic), and I
23 have the county administrator's proxy.

24 MR. BARLOW: Thank you.

25 MR. BARLOW: Newport News Sheriff's Office,

1 Sheriff Gabe Morgan?

2 SHERIFF MORGAN: Here. And I have city manager
3 as proxy.

4 MR. BARLOW: Thank you, sir.

5 Norfolk State University PD, Chief Vincent
6 Moore.

7 CHIEF MOORE: Here.

8 MR. BARLOW: Norfolk State University
9 president, Dr. Adams-Gaston?

10 UNIDENTIFIED SPEAKER: Not here.

11 MR. BARLOW: Old Dominion University PD, Chief
12 Rhonda Harris?

13 CHIEF HARRIS: Here.

14 MR. BARLOW: Old Dominion President,
15 John Broderick?

16 CHIEF HARRIS: I have the proxy.

17 MR. BARLOW: Thank you, ma'am.

18 Poquoson PD Chief, Cliff Bowen?

19 CHIEF BOWEN: Here.

20 MR. BARLOW: Poquoson City Manager,
21 J. Randall Wheeler?

22 MR. WHEELER: Here.

23 MR. BARLOW: Portsmouth Police Department,
24 Chief Angela Greene?

25 CHIEF GREENE: Here.

1 MR. BARLOW: Portsmouth city manager,
2 L. Pettis Patton?

3 MS. GOODIN: Elizabeth Goodin. I have the
4 proxy.

5 MR. BARLOW: Smithfield PD, Chief Alonzo
6 Howell?

7 CHIEF HOWELL: Here. I have Mr. Warner's
8 proxy.

9 MR. BARLOW: Suffolk PD, Chief Thomas Bennett?

10 CHIEF BENNETT: Here. And I have Mr. Patrick
11 Roberts' proxy.

12 MR. BARLOW: Thank you, sir.

13 Virginia Port Authority, Chief Mike Brewer.

14 CHIEF BREWER: Here. And I have John Reinheart
15 (phonetic) as proxy.

16 MR. BARLOW: What was his name again, sir?

17 CHIEF BREWER: John Reinheart.

18 Actually, change that. Make that Kevin Price.

19 MR. BARLOW: Sir?

20 CHIEF BREWER: Make it Kevin Price.

21 MR. BARLOW: Virginia Peninsula Regional Jail,
22 Superintendent Tony Pham.

23 (No response.)

24 MR. BARLOW: William & Mary Police Department,
25 Chief Deborah Cheesebro?

1 MR. BIOS: James Bios (phonetic), present as
2 proxy.
3 MR. BARLOW: Your name again, sir?
4 MR. BIOS: James Bios.
5 MR. BARLOW: Thank you, sir.
6 William & Mary president, Katherine Rowe?
7 MR. BIOS: I have the proxy.
8 MR. BARLOW: Thank you, sir.
9 Williamsburg PD, Chief Sean Dunn?
10 CHIEF DUNN: Here.
11 MR. BARLOW: Williamsburg city manager,
12 Andrew Trivette?
13 MR. TRIVETTE: Here.
14 MR. BARLOW: Williamsburg/James City County
15 Sheriff's Office, Sheriff Robert Deeds?
16 CAPTAIN HARDIN: I'm here for him.
17 MR. BARLOW: Captain Hardin is here for Sheriff
18 Deeds; soon to be Sheriff Hardin.
19 Western Tidewater Regional jail, Superintendent
20 William Smith?
21 MR. SMITH: Here.
22 MR. BARLOW: York County Poquoson Sheriff's
23 Office, Sheriff Danny Diggs?
24 SHERIFF DIGGS: Here.
25 MR. BARLOW: York County administrator,

1 Neil Morgan?

2 MR. MORGAN: Here.

3 MR. BARLOW: Is there anybody I neglected to
4 call?

5 (No response.)

6 MR. BARLOW: We need 29 for a quorum, and Chief
7 we have 43 for a quorum.

8 CHIEF: Thank you.

9 MR. BOWEN: Before we get started, I want to --
10 we sometimes forget we have new people coming and
11 going, either by election or by hiring processes.

12 I am Cliff Bowen. I'm the police chief in the
13 city of Poquoson, and I'm the chairman of your
14 board. To my right, is Neil Morgan. He is our
15 finance chair, and a member of our executive
16 committee. He is the accounts manager for the
17 county of York. And then Scott Barlow is our
18 executive director.

19 And the Sheriff from Isle of White just walked
20 in.

21 UNIDENTIFIED SPEAKER: Thank you, Chief.

22 MR. BOWEN: Good to see you.

23 Also, your executive committee is made up of,
24 approximately, nine folks who represent you, and we
25 meet multiple times a year to discuss day-to-day

1 business in the academy, to prepare the budget that
2 we've submitted that you will review today. If any
3 members of the executive committee are present, I
4 would like you to stand and be recognized. We'll do
5 that.

6 (Responses.)

7 MR. BOWEN: These are the ladies and gentlemen
8 that have worked very diligently to make sure that
9 decisions being made by the director are being
10 supported and being vetted on your behalf. So thank
11 you guys for all that you do for the academy. I so
12 much appreciate it.

13 While we're still on the call to order, I would
14 like to ask if there are any additions or
15 modifications to the agenda? There should be one on
16 the top of your packets.

17 SHERIFF MORGAN: Motion to accept.

18 MR. BOWEN: Motion to accept the agenda.

19 Any discussion?

20 (No response.)

21 MR. BOWEN: All that's in favor of accepting
22 the agenda as it is presented to you, please
23 indicate that you support it by saying I.

24 COLLECTIVE RESPONSES: I.

25 MR. BOWEN: Any oppose?

1 (No response.)

2 MR. BOWEN: Hearing none, this is the agenda
3 that we'll be using for today's meeting.

4 The number two item on today's agenda is our
5 approval of the minutes from the board. These were
6 posted on the website. Y'all were notified by
7 e-mail. However, if you would like to look at them,
8 we do have hard copies here. Please raise your hand
9 to indicate you would like to see a hardcopy of
10 them, and our assistant director will be happy to
11 give you one.

12 (No response.)

13 MR. BOWEN: Okay. And I will take a motion to
14 accept the minutes from the December 14th, 2018
15 meeting.

16 SHERIFF MORGAN: Motion to accept.

17 UNIDENTIFIED SPEAKER: Second.

18 MR. BOWEN: Okay. Any discussion?

19 (No response.)

20 MR. BOWEN: Okay. All those in favor of
21 approving the minutes from the board from December
22 14th, 2018 indicate your support by saying I.

23 COLLECTIVE RESPONSES: I.

24 MR. BOWEN: All those that oppose?

25 (No response.)

1 MR. BOWEN: Hearing none, that motion passes.

2 The third item on our agenda today is the
3 academy agreement, our strategic plan and our
4 capital improvement plan. There are hard copies
5 here today. If you would like one, they are
6 available for you. These were also posted on the
7 web page, prior to the board meeting, for your
8 review.

9 Scott?

10 MR. BARLOW: The academy agreement, again, is
11 what we put out here. If you would like to take one
12 with you, they are on the table over there. There
13 have been no changes to that academy agreement. I
14 will just go over the highlights of your strategic
15 management plan and the capital improvement plan,
16 which have been approved by your executive committee
17 at the time.

18 If you have questions, or want to go into
19 greater detail, I'll be happy to do that. Christy
20 has pulled up the areas I would like to cover with
21 you on our SMP. I believe it's the first one that
22 we have up there.

23 As many of you know, we now have a number of
24 satellites. So we are refocussing some of our
25 efforts here at the academy. We are now running

1 three FTO programs per year, and we have increased
2 our class sizes on that. That's one of the changes
3 that we have done to accommodate our satellites and
4 not do certification training. So we have stepped
5 up our certification training.

6 If we go a little further down, we will see
7 objective 1.4. We've started the training
8 coordinator program, and we've started doing it for
9 in-service credit. That's your training commanders.
10 We provide a brief training to them, and we exchange
11 some ideas back and forth, to make sure they know
12 what we're doing and why. And then we also receive
13 feedback, if they have any concerns. We have been
14 doing two of those a year, and we will continue to
15 do that.

16 Another change we've made is we've added
17 remedial training dates into the basics programs.
18 We have three in the BLE, and two in the combined.
19 We have done this because we have found, over the
20 years, we have been sending a lot of your basic
21 students back without getting their certification
22 from dismissing small amounts of training.

23 By adding the remedial trainings days, we can
24 catch them up for days that they're sick or injured.
25 If they're missing extensive amounts of training,

1 then they would have to come back. But if they miss
2 a day or two, here or there, those remediation days
3 will allow us to catch them up. That way you will
4 get of your basis students back, where they have to
5 come back to certain blocks to catch up on their
6 training. We started that last year in the BLE, or
7 this year, and it has worked very well. So now
8 we're going to add it to the combined as well.
9 We're hoping that the additional couple of days --
10 it won't be prohibitive for y'all, but will also be
11 a lot less tracking for you sending people back and
12 such.

13 1.6, we backed off to do three in-services in
14 law enforcement, and three in combined each year.
15 What I found was, we would have six or seven people
16 showing up for in-service, when we're doing five and
17 six of them. So we're doing less, because most
18 folks are using specialized training or they are
19 using the satellites.

20 If it gets to the point where it looks like
21 this is a problem, we can always add more, at the
22 end of the year. But we started doing this a couple
23 of years ago, and we haven't seen any issues with
24 this at this time.

25 The objective 1.12, the increasing class size

1 for all of the instructor programs. Our general
2 instructors used to be 25. We are now doing three a
3 year, and we have increased the class size to 45.
4 That way we're not turning people away. Our FTO
5 class, we have increased the class size to 45, so we
6 don't have the turn folks away.

7 The defensive tactics instructor, we went from
8 20 to 25. The firearms instructor, also 20 to 25.
9 And our driving instructor, we have increased to 20
10 to 25. I think this better accommodates the fact
11 that our satellites can't do the certification
12 training, so we just hire more instructors to make
13 the class a little bit bigger.

14 Moving on to objective 3.7 is the other one I
15 would like to chat about, briefly. We have
16 realigned our full-time staff to add a lead
17 instructor position. This lead instructor was our
18 satellite coordinator, but we've reassigned those
19 duties to the deputy director. This gives us more
20 instructional staff. And though we still call on
21 y'all for help, it gives us a few more instructors
22 here, so we're not imposing anymore than we
23 absolutely have to. That position now works right
24 for the assistant director. We did not increase
25 that. We just realigned duties. We have the exact

1 same number of people we've had for many years out
2 here.

3 Under goal five, objective 5.2, Mr. Morgan
4 recommended that we develop a financial manager
5 policy to include cash management, financial
6 reporting, operating and capital budgets and
7 reserves. We have a significant reserve fund here;
8 over 2.5 million. So we do need a policy on how
9 that will be spent. Right now, we just require full
10 board approval. We won't change that, but that's
11 something that we need to have a little more in
12 detail in writing. And Mr. Morgan indicated that he
13 would work with me on that, and we will bring
14 something back to y'all next year.

15 Those are the highlights of our strategic
16 management plan. I'm happy to answer questions or
17 discuss certain things that I didn't spend a lot of
18 time covering.

19 SHERIFF MORGAN: You've got two other things
20 highlighted.

21 MR. BOWEN: Did I miss two of them? I'm sorry,
22 the back of the page. Thank you, sir. We still
23 have, in our strategic management plan, building a
24 firearms range. That's kind of been put on the back
25 burner until we decide which direction we want to go

1 in. But I will just keep it on there until -- we're
2 still doing pretty well at Ft. Eustis, so it's not
3 like we are in a serious pinch. But eventually,
4 that's something that I recommend that we look at a
5 little bit harder.

6 And objective 5.4, we've been forced to
7 discontinue the use of our fort dormitories, based
8 on a ruling from the city of New Port News that we
9 never really had dormitories, and they were never
10 supposed to have been used in that fashion. And we
11 do have an e-mail from the Newport News saying that,
12 if anybody is interested in reviewing it. And we
13 will talk more about that when we talk about the
14 increase in this classroom size, which is a proposal
15 that the executive committee has approved.

16 Thank you sheriff for catching that.

17 These have already been approved by the
18 executive committee. It's more informational.

19 MR. BOWEN: Any questions of Director Barlow on
20 strategic planning regarding or --

21 (No response.)

22 MR. BOWEN: Let's move on to the FY 2021 budget
23 presentation.

24 Scott?

25 MR. BARLOW: Okay. If we went by that capital

1 -- there's really no changes to it. Unless anybody
2 would want me to carry the capital improvement plan,
3 I'm willing to do that. Each year, we have been,
4 basically, on track with what we have done. The
5 main things we've done is these classrooms, the one
6 next door and the two in-service rooms have all been
7 updated with paint, carpet, new furniture. What we
8 are hoping to do next physical year is get our
9 bathrooms updated. So we're kind of on track for
10 what we've been planning. There's really nothing
11 significantly different in that plan.

12 MR. BOWEN: And these are the things that we
13 discussed in the executive committee meetings about
14 progress on the projects, and what we want to do to
15 make sure these facilities serve the young men and
16 women that you are sending here for training and
17 make sure that they're meeting the local codes, and
18 they are meeting our needs. So the executive
19 committee will continue to work with Scott to
20 develop those projects to make sure they are funded,
21 and that we are building quality facilities for your
22 students.

23 On to the budget?

24 MR. BARLOW: Yes.

25 Chris, you got the budget for me? Thank you.

1 You do have this in your packets. The first
2 document that we'll be looking at is the regional
3 academy dues and population, which is your first
4 page. If you look at that, we're, basically, the
5 second largest academy in the state. So I would
6 make an argument that we have around 200 folks that
7 aren't reported, because they're Park Rangers and
8 Fire Marshalls so they don't get added to T-REC
9 (phonetic). So we're pretty much on par with
10 Northern Virginia, as far as size.

11 Our dues are \$334, per individual, per sworn
12 officer your department has, or dispatcher. We are
13 still the lowest dues of any academy across the
14 state. And when I say that, I want to make sure we
15 understand that -- in my opinion, it's not because
16 we don't provide as good, if not better, services,
17 it's because of the partnerships we have developed
18 over the years.

19 If you look at our next page.

20 SHERIFF MORGAN: Before you go on, could just
21 reiterate some of those partnerships?

22 MR. BARLOW: Yes, sir. That's what I'm going
23 to do with our next phase. Thanks again for the
24 reminder.

25 So our academy facility itself. Even though

1 the facility is significantly smaller in size, it's
2 a force multiplier by having 11 satellites. Our
3 satellites are open to all of our member agencies.

4 If you see a training that you like over in
5 Suffolk, and you're in Smithfield, Suffolk has
6 agreed, and all of our satellites have agreed, to
7 allow anybody to come to that training that's a
8 member of this academy. So it looks like we're just
9 doing a certain amount of training, but when you
10 look at the 11 satellites, we do a lot of training
11 here. And that also keeps our cost down a little
12 bit, as far as hiring additional instructors. So
13 that's one force multiplier for us.

14 Ft. Eustis, we have been using them as our
15 firing range for many years. It is a very minimal
16 expense, which it allowed us not to invest in a
17 firing range immediately, though it is something
18 that we should be considering down the road. And we
19 use the Suffolk Executive Airport for driving.
20 Again, it is a minimal expense compared to how much
21 it would cost to build a driving range.

22 We used a number of other facilities for our
23 practical exercises to include a local church to do
24 our graduations for, again, a very minimal expense.
25 So being undersized, we still can accommodate all of

1 our folks, based on all of the additional satellites
2 and facilities we use.

3 What also helps us a lot are the assignment of
4 force staff instructors. Suffolk, Portsmouth,
5 Newport News Sheriff's Office and Hampton Roads
6 Regional Jail, all provide us with full-time staff
7 instructors. We reimburse them 25 thousand dollars
8 a year. Realistically, each of those, when you look
9 at benefits and retirement, it's probably closer to
10 about 75 thousand dollars a year. So if we were to
11 actually hire those folks, our budget would be going
12 up significantly. So those partnerships allowed us
13 to save a lot of money there.

14 As far as adjunct instructors, we hire a number
15 of adjuncts that we pay. Even though we pay them,
16 it's still a lot cheaper than having full-time folks
17 that work out there. And it also allows your folks,
18 or experts in the field, to come out here and do a
19 lot of the training for your people. So that's a
20 system that works very well for us.

21 We also utilize adjunct instructors that are
22 assigned by your agencies. One of the agreements
23 that we made a number of years ago, and we
24 reinforced this last year, was for tactical
25 exercises and for firearms training, y'all sent

1 people to help out your dime, so-to-speak, your
2 expense; not the academy's expense.

3 I brought this up last year. We chatted about
4 it; that we were having a few struggles getting
5 people. And I believe it was Chief Dunn that asked
6 me to send out a letter at the end of each class,
7 explaining how many hours that had been donated.
8 And I can tell you, this year, we have done very,
9 very well. So thank you very much for having your
10 folks step up. It really does allow us to keep
11 those costs down, and it also gives your folks time
12 to come out here and do some training, get to know
13 the new folks, and to stay current. So that's a
14 system that works very well for us, and it allows us
15 to save money.

16 What I've done internally, as I mentioned
17 earlier, I had hired a satellite coordinator. I
18 have reassigned those duties to our new Deputy
19 Director, Paula Davenport. She is a retired FBI
20 agent. She has a Ph.D. She worked as a State
21 Trooper. She's got a lot of experience. She came
22 on probably two months ago. She's still getting her
23 feet wet, but I have reassigned those duties to
24 Paula. Our satellite coordinator is now our lead
25 instructor, taking on additional duties, where he

1 will be doing a lot more training with the basic
2 classes. So we have doubled our staff there with
3 the assistant director, Perry Bartelle (ph,) our
4 lead instructor. Again, no additional people; just
5 realigning duties.

6 In doing that, I've had to realign a lot of
7 other duties to our support staff, as far as website
8 stuff, you know, hiring instructors, doing
9 programming, doing a lot of the purchasing stuff,
10 with, you know, my executive assistant, Christy.
11 Moe does a lot of the hiring the instructors. So
12 you have seen a lot of my staff has taken on
13 additional duties than what they originally had. So
14 we're using our people better without having to hire
15 additional people. So for those reasons, and
16 probably a few others I didn't mention, I think
17 we're doing a really good job and that helps you
18 help us keep your dues down, which has always been
19 our goal. And I will certainly take comments or
20 questions in reference to any of that.

21 Chief, anything to add?

22 MR. BOWEN: I would like for everyone to get to
23 know her. I would have Paula to stand up. This is
24 our new deputy director, Paula Davenport, and our
25 new lead instructor, Perry Bartelle, assistant

1 director.

2 Sorry, Perry, I'm always calling you the wrong
3 name. Those are the two folks that you might want
4 to get to know. They are doing outstanding work for
5 us already, and certainly we are looking very -- we
6 are very encouraged about where the staff is sitting
7 right now, as far as the quality of staff and their
8 experience and moving forward in the next year or
9 so. We're very excited about that. So
10 congratulations to you both, and we're glad to have
11 you on the board.

12 UNIDENTIFIED SPEAKER: Hey, Chief, is there a
13 list of the approved satellite agencies on the
14 website?

15 THE COURT REPORTER: Can you state your name
16 for the record, please?

17 MR. CLARK: James Clark, Isle of Wight County.

18 MR. BOWEN: A list of the 11 satellite
19 agencies?

20 MR. CLARK: Yes.

21 MR. BARLOW: Yes, sir. When you go to our
22 website under satellites, they are all listed with
23 the contact person on that satellite.

24 MR. CLARK: Thank you.

25 MR. BOWEN: So we're moving on to the budget?

1 MR. BARLOW: Yes.

2 So moving on to the budget. When we look at
3 our funding, the first thing I would like to cover
4 is our anticipated revenues. What we anticipate
5 getting from our members, which are the bills we
6 send out and the dues we just talked about, the 334,
7 is 991 thousand 980 dollars. So that's what we
8 anticipate. And when I say "anticipating," it's
9 just that. Some things change. Normally, it's
10 pretty consistent.

11 The State general fund and the special fund is
12 the money we get from the State to fund us. That is
13 based on how many folks we report in T-RECS. So
14 whenever an organization doesn't put their folks in
15 T-RECS, we get a little less money each year. So
16 it's very important that we keep those things
17 updated, so that the State knows how many folks that
18 each academy has. Because it's a set amount of
19 money, and then they divide it in a formula, based
20 on the size of that regional academy.

21 Now, the numbers that you see there, are what
22 we just found out that we're getting for fiscal year
23 '20. So what I do is, I just use those same numbers
24 in hopes that we're close for fiscal year 2021.
25 There's no other way I know of doing it. And it

1 doesn't change that dramatically, as we'll show you
2 in the next document.

3 One thing that is new is the interest daily. I
4 believe it was about October of 2018, chief Bowen
5 and I met with the folks in Hampton to talk about
6 our reserve fund. And one of the things we did talk
7 about is the interest being earned in our reserve
8 fund really should have been coming back to the
9 academy, and it had not been. Hampton absolutely
10 agreed with that and realized it was just an
11 oversight. They were very accommodating. There
12 were no issues there. So what I have done, at the
13 urging of my finance chair, and she's absolutely
14 right, is I need to report that money coming into
15 the budget. So we're estimating around 50 thousand
16 dollars. I anticipate it's going to be more than
17 that. Because again, we have not had a full year
18 yet, because we just started in October of 18. And
19 that money is also going to be shown in the budget
20 as going right into the reserve fund. So that will
21 not be money I will be encumbering for anything,
22 unless we have a shortage, and I have to come back
23 to the executive committee to ask for its use. But
24 you will see between 50 and 80 thousand dollars each
25 year that's going to be earned, as far as the

1 interest, depending on how well things are going,
2 and how much money we have in that reserve fund.

3 The last revenue is the anticipated tuition and
4 sales for about 15 thousand. We just used that
5 number as a strategic guesstimate. That's folks
6 that are not members that send people to training.
7 And we normally get a little bit more than that, but
8 I hate to be overly optimistic, in case we don't
9 that particular year. So that's kind of a number
10 that has worked for us over the years. That gives
11 us total revenues of 1 million 393 thousand 235.

12 And the proposed budget is 1 million 379
13 thousand 203, which we will get into that shortly,
14 which give us a reserve of around 13 thousand 32
15 dollars.

16 That reserve is a little less than we normally
17 try and have, but realistically, with the interest
18 daily, that may be -- that can be used that we
19 absolutely have to, and the fact that each year we
20 give money back to the reserve, I don't think that
21 puts us in a weak position at all.

22 Last fiscal year, we gave back 201 thousand
23 dollars. And that wasn't because we don't need it.
24 It's because we were really short staffed that year,
25 a lot of that money did come out of the salaries.

1 And a good amount also came out of our contingency,
2 which was something -- I'm sorry, came out of the
3 interest daily contingency. So I think we'll still
4 be pretty good even with a little bit lower of a
5 reserve fund than we normally have.

6 Questions? Any thoughts?

7 (No response.)

8 MR. BARLOW: Okay. So the revenue history of
9 state funds is your next document, and Mr. Wheeler
10 noticed an added error here. Luckily, it's a little
11 bit higher than I reported, so that's another 3
12 thousand dollars.

13 If you look at FY '20, and look at general fund
14 and special fund, when you add those together, it's
15 not 335,250; it's 338,905. So I will make those
16 corrections to the budget, and that will add a few
17 thousand more into our reserve.

18 Thank you, Mr. Wheeler for catching that.

19 The revenue history of state funds kind of
20 shows us that we've been pretty consistent in the
21 last four or five years. You saw a big jump from
22 '16 going on, but the last four years, we've been
23 pretty consistent. And we anticipate that staying
24 the same.

25 And the revenue history of member agencies,

1 we've gone up, slightly, over the last couple of
2 years, just because people are -- had larger
3 agencies, but we are pretty consistent there as
4 well.

5 Any questions on our revenue history?

6 (No response.)

7 MR. BARLOW: The pro rata is the next one,
8 which is just, basically, broken down by every
9 agency. And it's really -- I don't have any reason
10 to go through that. I have already given you the
11 total number. Unless someone has specific questions
12 about each agency's pro rata, that becomes part of
13 the budget.

14 MR. BARLOW: The next part of the budget is the
15 anticipated expenses. The first document are the
16 personnel costs. So, in late 2008, I rewrote all of
17 the job descriptions and started adding a lot of
18 duties to my full-time staff. And I've added a few
19 more duties when I reassigned the satellite
20 coordinator as the lead instructor and took some of
21 his duties and gave it to full-time staff again.

22 MR. BOWEN: That's 2018 or '08?

23 MR. BARLOW: 2018. My apologies if I said
24 2008. I haven't been here that long. Sometime it
25 seems like it, but I have not been, no.

1 Based on that, I am asking for a five percent
2 raise for my staff, which is three percent, and then
3 an additional two for the additional duties I have
4 added to them, with the exception of myself and the
5 deputy director as a standard three percent. Paula
6 is fairly new, and I'm well compensated, and I
7 really don't want to push that. But I do believe
8 that my staff has worked hard to take on additional
9 duties, and I would like to give them a five percent
10 raise.

11 If there are questions or objections, I will
12 certainly do my best to address them.

13 (Response.)

14 SHERIFF MORGAN: Mr. Chair, I would say that we
15 should look at ensuring that the executive directors
16 are compensated also. I understand his willingness
17 to decline, but overall, I think that everyone one
18 is doing a yeoman's job, and everyone one should be
19 compensated.

20 I understand Paula just got here, and she's in
21 the probationary status, however, I strongly believe
22 that the executive directors should be compensated.

23 MR. BARLOW: Okay.

24 MR. BOWEN: So my understanding Mr. Morgan is
25 presenting a motion that we should give the same

1 raise to executive directors, as he is proposing for
2 the staff. We have not talked about the staff's
3 proposal. So what I would like to do is to get a
4 second on that, and then entertain any discussions
5 we might have about the raises. And I would also
6 entertain a substitute motion, if there is one. But
7 I think that -- let that sink in for a second about
8 what he just proposed, and then we can discuss that
9 after we get a second on the motion.

10 UNIDENTIFIED RESPONSE: I will second chair
11 Morgan.

12 MR. BOWEN: Okay. We have a motion, and we
13 have a second.

14 Do we have any discussion about Mr. Morgan's
15 motion, as it pertains to the director getting the
16 same raise.

17 (No response.)

18 MR. BOWEN: Now is the time.

19 UNIDENTIFIED SPEAKER: I just want to make sure
20 I'm clear.

21 MR. BOWEN: Sure.

22 UNIDENTIFIED SPEAKER: The motion is to add --
23 instead of the three percent for the deputy director
24 and the executive director, it goes to five percent?

25 MR. BOWEN: No. The motion is for the

1 executive director to get a five percent, along with
2 the rest of the staff.

3 UNIDENTIFIED SPEAKER: So what about the deputy
4 director?

5 MR. BOWEN: That's not part of his motion. So
6 I said I would entertain a substitute motion, if
7 there is one.

8 Mr. Wheeler?

9 MR. WHEELER: Just for clarification, I thought
10 the motion was that the director get the same,
11 essentially, as everyone else, and that we would
12 talk about what that was separately.

13 SHERIFF MORGAN: Correct. That's the motion.

14 MR. BOWEN: Okay. So, to clarify the motion,
15 Mr. Morgan's motion is whatever raise we give, it
16 would be the same for the executive director and all
17 of the other employees.

18 Does that include the deputy director?

19 SHERIFF MORGAN: It can. I would defer to the
20 executive director for making decisions for his
21 staff, versus us.

22 MR. BOWEN: Okay.

23 SHERIFF MORGAN: And if the record will reflect
24 as Sheriff Morgan, Mr. Morgan, my cousin, is sitting
25 over there.

1 MR. BOWEN: I apologize.

2 Is that clear now?

3 (Response.)

4 MR. BOWEN: Yes, sir?

5 CHIEF RINEHIMER: Mr. Chairman, Brad Rinehimer,
6 James City County Police, these raise won't take an
7 affect until July 1st; is that correct?

8 MR. BARLOW: Yes, sir.

9 CHIEF RINEHIMER: Even though the deputy
10 director has only been here a short time, come July
11 1st, she will have been here a substantial amount of
12 time.

13 MR. BOWEN: Yes.

14 CHIEF RINEHIMER: So I don't see why we would
15 not include everyone in that pay raise and not just
16 -- and I understand that she's currently on that
17 probationary period, but come July 1st, she would
18 have been here for ten months.

19 MR. BOWEN: Okay. Are you offering a
20 substitute motion?

21 CHIEF RINEHIMER: So my substitute motion would
22 be that all staff receive the same amount of pay
23 raise.

24 MR. BOWEN: Do I have a second?

25 UNIDENTIFIED SPEAKER: Second.

1 MR. BOWEN: Okay. I will take the substitute
2 motion. So what we have now is a motion and a
3 second that all of the staff should be given the
4 same raise, whatever we determine it is going to be
5 and not parse that out differently. Everyone is
6 going to be equal. So I have a motion and a second.

7 Discussion?

8 (No response.)

9 MR. BOWEN: All right. All those in support,
10 same raise for everybody, indicate your support for
11 that motion by saying I?

12 COLLECTIVE RESPONSE: I.

13 MR. BOWEN: Any oppose?

14 (No response.)

15 MR. BOWEN: Okay. Now, the raises themselves,
16 I will entertain a motion about Scott's
17 recommendation for the five percent raise for
18 employees, and we can discuss that, if I have a
19 motion on that.

20 SHERIFF MORGAN: So moved.

21 MR. BOWEN: All right. So moved.

22 Do I have a second?

23 UNIDENTIFIED SPEAKER: Second.

24 MR. BOWEN: Okay. I have a second.

25 Discussion?

1 (Response.)

2 MR. BOWEN: Mr. Wheeler?

3 MR. WHEELER: Just to voice the concern that
4 several people probably have in their heads.
5 There's probably not an organization in this room
6 that's planning on five percent pay raises for their
7 own employees in the upcoming fiscal year. That is
8 in my mind, as I consider this, and I'll just state
9 that fact so that other people don't have to.

10 MR. BOWEN: Okay. Any other comments?

11 (Response.)

12 MR. BOWEN: Sheriff Morgan?

13 SHERIFF MORGAN: We considered that fact, that
14 there were going to be jurisdictions that will not
15 reach that. We also look at the history of what is
16 going on at the academy, the actual compensation for
17 the employees, the fact that they have been
18 underpaid for a long time and the amount of duties
19 that they have been doing. And we thought that, you
20 know, a three percent plus a two percent merit would
21 be appropriate, because it's a three percent base.
22 And then based on their performance, the executive
23 director has some latitude to do something to try to
24 get them up to where their comparable with some of
25 the other jurisdictions. So that was the rationale

1 behind the executive committee's support for this
2 increase. And yes, it may be a little bit bigger,
3 however, we're the ones that look out for the
4 handful of staff that chair no one else. So that's
5 my part of the discussion for the -- in support of
6 it.

7 MR. BOWEN: If there was a reclassification
8 done -- and I think this is somehow related to the
9 reclassification that Scott did last year, in 2018.
10 He called me. We had multiple discussions where he
11 redid the job descriptions for all of the positions,
12 which included additional duties for I think pretty
13 much all of them, based on his trying to re-organize
14 in the wake of a retirement -- two retirements and
15 losing another staff member. So it was an
16 opportunity to realign the job duties and to add
17 additional duties that we -- on things we weren't
18 doing. So part of this is related to the -- two
19 percent above the three is related to some of that
20 reclassification process and trying to get them up.

21 MR. MORGAN: Comment. Randy, the issue you
22 raised was certainly something that I expected, and
23 we discussed. I think it would be fair to say --
24 put words in Scott's mouth raise issue none of us
25 are going to be recommended across the board five

1 percent raises, and that is why the recommendation
2 and the budget was for the more junior people who
3 had, you know, significant upgrades to their job
4 duties and why the top two folks were not included
5 in that bigger number to sort of avoid the whole
6 system across the board, five percent raise. I
7 think, Scott, you felt pretty strongly that the
8 others ought to get it, because of the change in
9 their duties.

10 MR. BARLOW: Yes, sir.

11 MR. MORGAN: And it's separate from you.

12 I don't feel strongly, but the sensitivity to
13 that issue is definitely something that we talked
14 about.

15 MR. BOWEN: That's true.

16 UNIDENTIFIED SPEAKER: One more question.

17 MR. BOWEN: Yes, sir?

18 UNIDENTIFIED SPEAKER: If those
19 reclassifications have already happened and people
20 are already doing those new responsibilities and
21 duties -- I mean, this may seem kind of illogical,
22 but why not authorize that reclassification
23 adjustment even earlier than next July, since
24 they've been doing the job for some time. And then,
25 if we did that, we can keep the three percent

1 increase in the budget, and actually with the
2 consent, obviously, we do the two percent effective
3 the first of the calender year, you know, at tend of
4 the this month.

5 MR. BOWEN: Yeah. That's a good suggestion. I
6 know that some of that was done last year. We had
7 some money. So not all of it was done, but they did
8 get some of the money already, I believe.

9 MR. BARLOW: Uh-huh.

10 MR. BOWEN: Scott made adjustments to specific
11 salaries. Now, that didn't cover his position or
12 the deputy director's position, but the other --
13 some of them got some of the money. It just wasn't
14 enough left over in the budget to do what they
15 really wanted to do and do all of it. So that's why
16 he was kind of rolling that over. But I don't have
17 any objection to giving the two percent first.

18 Steve, did you have something? Mr. Bond?

19 MR. BOND: Yeah. I was just going to say that
20 I think that's a great suggestion. I know that my
21 concern, really, just to be frank, is that if we
22 pass this the way that it is right now, we will hear
23 from our law enforcement agency in our locality
24 saying, you approved a five percent for the regional
25 academy. We think we deserve the five percent

1 across the board as well. I think that's going to
2 have an affect as well, so I have a concern with
3 that.

4 MR. BOWEN: Okay. Are you expressing support,
5 then, for the two percent compensation for the job
6 descriptions now, and the three percent in July?

7 MR. BOND: Oh, absolutely. I don't think there
8 is a question that there are increased duties and
9 they deserve additional compensation. I think the
10 way that Randy suggested that we structure it makes
11 a whole lot of sense. I don't have a problem with
12 the number going up to five percent. I just think
13 we need to structure it the way that Randy suggested
14 it.

15 MR. BOWEN: That makes sense.

16 MR. MORGAN: I think that's a better way to do
17 it.

18 MR. BOWEN: So the current motion we have on
19 the floor is about giving all of the employees
20 across the board a five percent raise this year. So
21 what I need from Mr. Wheeler is a substitute motion
22 of how to handle the compensation issue for this
23 coming budget year.

24 MR. WHEELER: Mr. Chairman, I make the
25 following substitute motion: That the two percent

1 raises associated with the reclassification job
2 description changes being be provided to all staff
3 effective January 1st, 2020; and that though they be
4 continued into the budget for next fiscal year, that
5 they be removed in terms of a new item for the
6 upcoming budget.

7 SHERIFF MORGAN: And also to approve the three
8 percent in July.

9 MR. BOWEN: Which we would be the across the
10 board raise in July.

11 SHERIFF MORGAN: Yes.

12 MR. BOWEN: Okay.

13 SHERIFF MORGAN: Second.

14 MR. BOWEN: All right. I have a motion and a
15 second. So we have a motion to enforce now that the
16 two percent raise for all staff, effective January
17 1st, 2020, relate to the additional compensation, we
18 desire to pay them for the reclassification process
19 that went through in 2018. Along with that motion
20 is a recommendation for a three percent across the
21 board, a general pay adjustment in July 1st, at the
22 beginning of the next fiscal year. I have a motion,
23 and I have a second.

24 Any discussion?

25 (No response.)

1 MR. BOWEN: All those who support the motion,
2 please indicate so by saying I.

3 COLLECTIVE RESPONSE: I.

4 MR. BOWEN: Any oppose?

5 (No responses.)

6 MR. BOWEN: Hearing none, the motion passes.

7 MR. BARLOW: So our next document is the fiscal
8 year comparisons FY 20, FY 21.

9 Again, I will draw your attention to the under
10 operating interest daily pass through of 50,000.
11 Again, that is the low figure of what we anticipate
12 getting from our reserve funds. And since we showed
13 it coming into the budget and it will not be spent,
14 that will be approved of the executive committee, if
15 that needs to be shown going as a pass through into
16 our reserve fund.

17 And if you look at our total budget, there is a
18 34 thousand dollar difference. And a good amount of
19 that does have to do with we are fully staffed, and
20 we have all full-time employees, as opposed to a
21 couple of part-time employees that were filling
22 slots that were taking benefits and things like
23 that. So that really is -- the budget is very
24 similar last year, with the exception of the
25 salaries going up a little bit. So if there is any

1 specific questions about any of the line items, I'd
2 be happy to discuss them.

3 (No response.)

4 MR. BARLOW: That, in a nutshell, is my
5 proposed budget for the academy.

6 MR. BOWEN: Okay. I will entertain a motion to
7 accept the executive director's recommendation for
8 the 20 FY 21 budget.

9 UNIDENTIFIED SPEAKER: So move.

10 MR. BOWEN: Do I have a second?

11 UNIDENTIFIED SPEAKER: Second.

12 MR. BOWEN: I have a second. The chief from
13 Williamsburg.

14 Any discussion on the budget?

15 UNIDENTIFIED SPEAKER: Just one clarification.

16 You stated you're not going to utilize the 50
17 thousand in interest.

18 MR. BARLOW: Correct. That is shown coming in
19 just so we have a record of it, and the pass through
20 shows it going out to the end of year for the
21 reserve fund. That's money I will not be using
22 without permission to do so.

23 UNIDENTIFIED SPEAKER: Under your expenses in
24 the budget, the 1.379203, just for clarification
25 purposes?

1 MR. BARLOW: Yes.

2 UNIDENTIFIED SPEAKER: The proposed revenue is
3 1392 so --

4 UNIDENTIFIED SPEAKER: We would be using -- if
5 we approved this, just for clarification, we would
6 be approving some of the use of that 50 thousand
7 dollars?

8 MR. BARLOW: That was not my intention, so I'm
9 going to have to look at that.

10 UNIDENTIFIED SPEAKER: Never mind. He
11 clarified it. Never mind.

12 MR. BARLOW: It's just showing in and out.

13 UNIDENTIFIED SPEAKER: We're good. Thank you.

14 MR. BARLOW: Thank you.

15 MR. BOWEN: Okay. Any other questions or
16 concerns?

17 (No response.)

18 MR. BOWEN: Okay. We have a motion and a
19 second to accept the executive director's
20 recommendation for the FY 21 budget.

21 All those in favor and support --

22 MR. BOWEN: Before we go.

23 UNIDENTIFIED SPEAKER: Do we need to make any
24 adjustments to it, based on what we just passed
25 about the salaries, or -- that was just a question.

1 MR. BOWEN: That's a good question.

2 Do we need to make any adjustments to the
3 bottom line?

4 MR. BARLOW: I had billed the five percent in,
5 sir, so it should be almost in line with the way
6 y'all recommended it.

7 MR. BOWEN: Good question. All those in favor
8 of the executive director's recommended FY 21
9 budget, indicate your support by saying I.

10 COLLECTIVE RESPONSES: I.

11 MR. BOWEN: Any oppose?

12 (No response.)

13 MR. BOWEN: Hearing none, this will be the
14 budget for FYI 21.

15 So the next item on the agenda today, which is
16 a capital project, enlarging classroom 109.

17 Scott?

18 MR. BARLOW: Yes, sir. I think, Christy,
19 that's in the document as well. And you should have
20 it in your packet.

21 So, for the first time ever, not too long ago,
22 we had an excess of 80 0 people wanting to come to
23 the basic academy. And I had to turn a few people
24 away. And it's never easy turning people away,
25 because people aren't happy with me. But

1 realistically, I'm supposed to have 60 people in
2 this room. This is the only academy that we've had
3 less than 60 in memory in this particular class. So
4 the executive committee asked me to look at a couple
5 of different ways to increase this class size so we
6 can make this a bigger room and basically meet our
7 required 60. We need that to go up, but fire code
8 is a little bit higher than that. But it still very
9 tight in here. There is no way I can get 80 plus
10 people in this classroom. So the recommendation the
11 executive committee seem to be most comfortable with
12 was increasing this classroom size by knocking out
13 the rear wall and taking over those two dorm rooms
14 that we're no longer allowed to use. That increases
15 this classroom significantly, and I think I can,
16 honestly, say if we do that, we will never have to
17 turn anybody away. That would give us comfortably
18 80 folks in this room. And I think it's a very wise
19 idea, when we look at the cost that centennial gave
20 us, which is a hard quote. They gave us a quote of
21 50 thousand to do all of the work; 55 if we clean up
22 the ceiling to make the ceiling 2X2, as opposed to
23 2x4, all the way back with the ceiling tiles. After
24 a discussion, I think it was agreed that the best
25 way to go was with the 55 thousand dollar quote.

1 And I anticipated it being significantly higher than
2 that, to be honest with you, so I was very pleased
3 to see that.

4 If you look at the next page behind that, if
5 you look at our current assets, our cash and cash
6 equivalent is 3 million 85 thousand 516. And what
7 we have left when I last checked in this fiscal
8 year's budget is 491,185. So I have to subtract
9 that number to give us an idea of what our reserve
10 is going into this project, which is almost 2.6
11 million dollars. So I am asking that we take 60
12 thousand dollars out of that, or up to 60 thousand
13 dollars out of that to increase this classroom size,
14 to accommodate larger classes and to accommodate
15 meetings like this. There are a number of classes
16 we have either turned away and we put in that big
17 multi-purpose room to accommodate. I think it's the
18 best way of fixing a long-term problem. And I will
19 entertain questions or concerns in reference to
20 that.

21 UNIDENTIFIED SPEAKER: Does that include any
22 thought to increase the audio visual part of this
23 classroom?

24 If you're going to extend it that far back,
25 you're going to have to provide probably more visual

1 audio equipment.

2 MR. BARLOW: I hadn't really thought about
3 that. If it turns out that we do, I could find some
4 money in the budget to get a few more. But just
5 because we increase the classroom size doesn't mean
6 we're always going to have 80 people in here, based
7 on where we place people. But if we find people
8 can't see from the rear, then I would have to either
9 make these larger or put secondary ones in the
10 corner, but I did not build that into the cost.

11 UNIDENTIFIED SPEAKER: Were there any other
12 bids put out to other companies?

13 MR. BARLOW: Hampton does things a little bit
14 differently now, which I like a lot. They use this
15 company called Centennial. And there bid is
16 considered to be the best bid, and you only have to
17 go through one company that way.

18 SHERIFF MORGAN: I would just ask that we look
19 at bumping up that 5000 extra, making it ten, and
20 making it 65 thousand for change orders or anything
21 else that may come along. That way, we don't have
22 to come back to the executive committee to get this
23 done. If we agree on the project, I think we ought
24 to ensure that the funding is there for the full
25 completion.

1 MR. BARLOW: Yes, sir.

2 MR. BOWEN: I have no problem with that.
3 That's a good question, but we do use Hampton
4 purchasing and policies and procedures, and this is
5 consistent with what they require us to do.

6 UNIDENTIFIED SPEAKER: What's your turnaround
7 time with getting that project done?

8 MR. BARLOW: Well, being that we have an
9 unusually small class in here that I can fit in one
10 of our inservice rooms, I have them on standby, and
11 will be able to start early January. It's a
12 three-week project, we anticipate. That way, I'll,
13 hopefully, have this room ready to go before the
14 next class comes.

15 And you know, not to pick on Portsmouth, but
16 one of the reasons we're so small is because
17 Portsmouth didn't send anybody to this particular
18 class. So I am anticipating a larger class.

19 CHIEF GREENE: We will make up for that in
20 April.

21 MR. BARLOW: But that's one of the reasons we
22 are smaller in this class. But yes, if it gets
23 approved, I have them on standby to, hopefully,
24 start in January, or February, at the latest. And
25 it's about a three-week turnaround.

1 UNIDENTIFIED SPEAKER: I second chair Morgan's
2 motion.

3 MR. BOWEN: Okay. We have a motion and a
4 second.

5 Any other discussion?

6 (No response.)

7 SHERIFF MORGAN: That's 65 thousand.

8 MR. BOWEN: Sheriff Morgan's motion is to allow
9 up to 65 thousand dollars from the reserve fund for
10 the executive director's project to enlarge
11 classroom 109 and to cover any unforeseen expenses
12 during that build. And we have a second.

13 So all of those in favor of the project, please
14 indicate your support by saying I.

15 COLLECTIVE RESPONSE: I.

16 MR. BOWEN: Any oppose?

17 (No response.)

18 MR. BOWEN: Hearing none, Scott, 65 thousand
19 dollars.

20 MR. BARLOW: I think that's a very wise
21 decision. It will make things a lot easier.

22 MR. BOWEN: All right. In your packet there is
23 a slate of officers proposed for the executive
24 committee and the board chair going forward for next
25 year. We had a committee put together for this. I

1 believe -- I know Gabe was on the committee Sheriff
2 Morgan was on the committee, Mr. Doss was on the
3 committee. I don't know which one of you was the
4 chair, but if one of you would like to propose your
5 slate and discuss that.

6 You want to go ahead Sheriff?

7 UNIDENTIFIED SPEAKER: Everyone that's
8 currently on the committee agreed to stay on the
9 committee. We did have one vacancy when Chief
10 Chapman left Portsmouth, and Chief Green -- and
11 Congratulations Chief Green on your promotion to
12 chief -- has requested to be on the executive
13 committee. So this is the proposed slate that you
14 have in your packet on your nomination committee and
15 submitting for review and approval. And however,
16 there is the option if anybody wants to nominate
17 somebody on their own, they definitely have that
18 option.

19 MR. BOWEN: Okay. We have a motion from
20 Mr. Doss submitting this slate of people for vote
21 for the executive committee for next year, but we'll
22 also take nominations on the floor.

23 Is there anyone that would like to submit a
24 nomination of a name to serve on the executive
25 committee to be voted on, in addition to what's in

1 front of you?

2 (No response.)

3 MR. BOWEN: Okay. Hearing no nominations, this
4 is the slate of officers that have been nominated.

5 Do I have a second on this slate?

6 SHERIFF MORGAN: You don't need a second. It
7 came from committee.

8 MR. BOWEN: Okay. It came from the committee.

9 Then all those in favor of supporting this
10 slate of officers for the Hampton Roads Training
11 Academy as executive committee, please indicate your
12 support by saying I.

13 COLLECTIVE RESPONSE: I.

14 MR. BOWEN: Any oppose?

15 (No response.)

16 MR. BOWEN: Hearing none, this is your slate of
17 officers for next year. Congratulations to each one
18 of you for agreeing to serve again.

19 We just want to make sure Mr. Morgan understood
20 they went up the five percent raise.

21 Well, that is the agenda we have for today. We
22 have covered all of the major projects that we're
23 working on. The executive committee is available to
24 you by either, e-mail or phone call, to discuss the
25 projects that we do work on. If you have any

1 questions, please feel free to contact me, contact
2 Director Barlow or send us an e-mail, call us on the
3 phone. We will be happy to discuss what's going on
4 at the academy.

5 If you hear something is going on, and you have
6 a question about what that is regarding your
7 students, I would encourage you to contact Scott
8 first, as he is in charge of the day-to-day
9 operations. But we are here to serve you, and we
10 will continue to do so. So thank you for your
11 support and your confidence in this group to
12 continue to help Scott lead this on a day-to-day
13 basis.

14 SHERIFF MORGAN: Just one comment. There has
15 been some -- over the last couple of years, a number
16 of agencies wanted out of the academy. The process
17 that we developed is the same. And for those who
18 are considering leaving, please come in and have a
19 conversation with us. If you have an issue, we
20 would be more than happy to try to work that out.
21 But collectively, for what we get out of the
22 academy, for what we pay per person, I don't
23 understand it, because it's the best value.

24 When you try to put on an academy on your own,
25 there is a substantial cost to that, up in

1 resources, and quality may suffer. So I would just
2 recommend anyone considering pulling out to do their
3 own, to come and let's have a conversation. We have
4 had two agencies that departed, and the process is
5 the same. So, you know, if -- there has been some
6 conversation by one or two agencies that they don't
7 think the process was fair, this and that, but,
8 however, what I say to you is that that's what we
9 agreed on, that's what we voted on here, and that's
10 how we run our business. So again, if there is some
11 discomfort, please come talk to anyone of the
12 members of the executive committee, and we will try
13 to see what we can do to encourage you to stay,
14 because it is your best value, per person.

15 MR. BOWEN: Thank you, Sheriff. I appreciate
16 that.

17 UNIDENTIFIED SPEAKER: One comment, if I may?

18 MR. BOWEN: Yes, sir.

19 CHIEF DUNN: I mentioned this to Scott at the
20 graduation. A number of folks have given their
21 adult lives to law enforcement in the Hampton Roads
22 community. And it was very touching, very moving.
23 And whoever did that, really, I mean it was spot-on.
24 So I really appreciate that. Thank you.

25 MR. BARLOW: Yes. To add to what Chief Dunn

1 has brought up, we started a academy hall of fame,
2 instructor hall of fame, where we induct a certain
3 number of folks in the instructor's hall of fame
4 each year. We do it once a year. We did the first
5 slate of five, and we will do five more next year,
6 at the last graduation of the year. The academy
7 does not pick those folks. I formed a hall of fame
8 committee, on which I am not on. Those are the
9 members of the hall fame. They decide who gets on
10 that hall of fame. That way, there can be no
11 concern about favoritism over the academy. So if
12 you, or your folks know of long-serving instructors
13 who you think are deserving, please send it to me,
14 and I will forward that to the committee for
15 consideration.

16 Again, the next slate of five is already
17 chosen, but I hope that this will perpetuate itself
18 over the years, and we will continue to recognize
19 folks.

20 As the chief said, people have really devoted
21 their entire life training police officers. So
22 thank you so much for saying that, Chief.

23 CHIEF DUNN: Thank you.

24 MR. BOWEN: I think that's added to the program
25 as well as our new venue, which is plenty big,

1 plenty parking, and we very much appreciate that.

2 Sheriff Danny was the one that suggested to me
3 to ask the folks at the church. That's where I
4 attend. And they were most gracious about letting
5 us use the church. And I will tell you right now, I
6 have heard nothing but positive comments in that
7 facility and the environment from all of the folks,
8 even the people that attend and family members. So
9 I think we are doing a lot of positive things and
10 the partnerships are working great for us.

11 And as Sheriff Morgan mentioned earlier, it
12 saves us money as well. So I'm very pleased at
13 where we're headed and how things are looking for
14 our future here at the Hampton Roads. Thank you for
15 all of those comments.

16 If there aren't anymore, I will entertain a
17 motion for adjournment.

18 UNIDENTIFIED SPEAKER: So move.

19 UNIDENTIFIED SPEAKER: Second.

20 MR. BOWEN: Okay. All in favor?

21 COLLECTIVE RESPONSE: I.

22 - - -

23 (The meeting concluded at 11:08 a.m.)
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C E R T I F I C A T E

STATE OF VIRGINIA)

I, Lakesha Jackson, Professional Court Reporter,
certify that I was authorized to and did
stenographically report the foregoing board meeting and
that the transcript is a true and complete record of my
stenographic notes.

DATED this 21st day of January, 2019.

Lakesha Jackson
Professional Court Reporter

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