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HAMPTON ROADS CRIMINAL JUSTICE TRAINING ACADEMY  
BOARD MEETING

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TRANSCRIPT OF PROCEEDINGS

December 14th, 2018

10:00 o'clock, a.m.

REPORTED BY: Marie W. Lawson

1 P R O C E E D I N G S :

2 CHIEF RINEHIMER: Okay. I will now  
3 call the Hampton Roads Criminal Justice  
4 Training Center Board of Directors' Meeting to  
5 order and, Scott, if you would, please take  
6 the roll.

7 MR. BARLOW: Yes, sir. I'll call  
8 out these names and if you are here, please  
9 let us know. If I have the wrong name, just  
10 because some things may have changed, please  
11 let us know that as well or if you have a  
12 proxy. If you would, please, speak loudly and  
13 clearly. We do have a court reporter, who's  
14 going to be taking our minutes for us to try  
15 to get a little bit more detail. Sheriff Todd  
16 Godwin?

17 CAPTAIN WESSELLS: Captain Todd  
18 Wessells for Sheriff Godwin.

19 MR. BARLOW: Thank you. Michael  
20 Mason?

21 CAPTAIN WESSELLS: Todd Wessells for  
22 Michael Mason.

23 MR. BARLOW: You have a proxy. Very  
24 good. Thank you. Chief James Pruitt? Chief  
25 Pruitt? Heather Arcos? Chief Chris Mitchell?

1 CHIEF MITCHELL: Here.

2 MR. BARLOW: And I assume you're the  
3 proxy for your Chief? You have a proxy for  
4 your President, I'm assuming?

5 CHIEF MITCHELL: No.

6 MR. BARLOW: Chief Randy Mills?  
7 James West, City Manager? Chief Dan  
8 Woloszynowski?

9 SPEAKER: He's in the car.

10 MR. BARLOW: He's in the car. Well,  
11 we'll come back. Chief Angelo DiMartino?

12 CHIEF DIMARTINO: Here.

13 MR. BARLOW: Chief DiMartino is  
14 here. Chief, do you have Mr. Tribble's proxy?

15 MR. MORGAN: He's not in the car.

16 MR. BARLOW: Chief Woloszynowski is  
17 here and he has President Paul Tribble's proxy.  
18 Robert Duer? Chief Phil Hardison?

19 DEPUTY CHIEF WARREN: Deputy Chief  
20 Robert Warren with his proxy as well as the  
21 proxy for Interim City Manager, Clarence  
22 Munday.

23 MR. BARLOW: Sheriff Dale Warren?

24 SHERIFF WARREN: Present. And I  
25 have Mr. Fedors' proxy.

1 MR. BARLOW: Thank you, sir. And he  
2 has the proxy for Brent Fedors. Chief Admin  
3 Officer Doretha Spells, Hampton University?

4 CHIEF RUTTER: Chief Rutter here  
5 with her proxy.

6 MR. BARLOW: Chief Rutter. Thank  
7 you, sir. Superintendent David Hackworth?

8 MR. HACKWORTH: Present.

9 MR. BARLOW: Hampton City Manager,  
10 Mary Bunting?

11 MR. BARNES: Assistant City Manager,  
12 Steven Barnes, and I have Ms. Bunting's proxy.

13 MR. BARLOW: Thank you, sir.  
14 Sheriff B.J. Roberts?

15 MAJOR WELLS-MASON: Major Belinda  
16 Wells-Mason and I have his proxy.

17 MR. BARLOW: Sheriff James Clarke?  
18 Administrator, Randy Keaton? Chief Brad  
19 Rinehimer, the Vice-Chair of our Executive  
20 Committee?

21 CHIEF RINEHIMER: Yes, sir.

22 MR. BARLOW: And I neglected to  
23 mention that David Hackworth is on our  
24 Executive Committee, Sheriff Warren, who we  
25 already polled, is also on the Executive

1 Committee, and Dan Woloszynowski is also on  
2 the Executive Committee. James City County,  
3 Administrator Scott Stevens?

4 MR. STEVENS: Here.

5 MR. BARLOW: Sheriff Mark Barrick?  
6 Matthews County, Administrator Mindy Conner?  
7 Middlesex County Sheriff's Office, Sheriff  
8 David Bushey? Middlesex County, Administrator  
9 Matt Walker? Superintendent Tim Doss, on our  
10 Executive Committee.

11 MR. DOSS: Here.

12 MR. BARLOW: Northampton County,  
13 Sheriff David Doughty? Northampton County,  
14 Administrator John Andrzejewski? Sheriff Gabe  
15 Morgan, who is on our Executive Committee, is  
16 represented by Colonel Eileen Sprinkle with a  
17 proxy.

18 COLONEL SPRINKLE: Here.

19 MR. BARLOW: Thank you, ma'am.  
20 Newport News, City Manager Cynthia Rholf?  
21 Norfolk State University, Chief Troy  
22 Covington?

23 CHIEF HARRIS: He's retired.

24 MR. BARLOW: He's retired. Okay.  
25 Old Dominion University Chief Rhonda Harris?

1 CHIEF HARRIS: I'm here.

2 MR. BARLOW: Chief. And do you have  
3 the proxy for John Broderick, I believe?

4 CHIEF HARRIS: I do, sir.

5 MR. BARLOW: Thank you, ma'am.  
6 Poquoson, City Manager Randy Wheeler, and you  
7 have the proxy for Chief Cliff Bowen?

8 CHIEF HARRIS: I do.

9 MR. BARLOW: Portsmouth Police,  
10 Chief Tonya Chapman, on our Executive  
11 Committee?

12 CHIEF CHAPMAN: Present.

13 MR. BARLOW: Portsmouth, City  
14 Manager Dr. Pettis Patton?

15 MS. GOODEN: Lisa Gooden, I'm here  
16 for Dr. Patton, and I have her proxy.

17 MR. BARLOW: Smithfield P.D., Chief  
18 Alonzo Howell?

19 CHIEF HOWELL: Here.

20 MR. BARLOW: Smithfield, City  
21 Manager Peter Stephenson?

22 MR. THROWER: Brian Thrower, City  
23 Manager.

24 MR. BARLOW: Thank you. Deputy  
25 Chief James Buie is here for Chief Thomas

1 Bennett and has his proxy.

2 MR. BUIE: Yes, sir. And I have  
3 City Manager, Patrick Roberts, proxy as  
4 well.

5 MR. BARLOW: You have his as well.  
6 Thank you, sir.

7 MR. BUIE: Yes, sir.

8 MR. BARLOW: Virginia Port  
9 Authority, Chief Mike Brewer?

10 CHIEF BREWER: Here. And I have  
11 Mr. Tibbets' proxy.

12 MR. BARLOW: Superintendent Tony  
13 Pham? Chief Deborah Cheesebro? President  
14 Taylor Reveley? Williamsburg Police Chief,  
15 Chief Sean Dunn?

16 CHIEF DUNN: Here.

17 MR. BARLOW: Williamsburg, City  
18 Manager Andrew O. Trivette?

19 MR. TRIVETTE: Here.

20 MR. BARLOW: Williamsburg James City  
21 County Sheriff's, Sheriff Robert Deeds?

22 MR. HARDIN: I'm here for him,  
23 David Hardin.

24 MR. BARLOW: Western Tidewater  
25 Regional Jail, Superintendent William Smith?

1 MR. SMITH: Here.

2 MR. BARLOW: Yorktown County  
3 Sheriff's Office, Sheriff Danny Diggs?

4 SHERIFF DIGGS: Here.

5 MR. BARLOW: York County  
6 Administrator, on our Executive Committee,  
7 Neil Morgan?

8 MR. MORGAN: Here.

9 MR. BARLOW: Is there anyone I did  
10 not call or somehow overlooked? (Pause)  
11 Chief, we do have a quorum.

12 CHIEF RINEHIMER: Thank you,  
13 Mr. Barlow, and thank you everyone for being  
14 here today. There's alot going on before the  
15 holidays and I just appreciate y'all being  
16 here. You should have got a packet when you  
17 came in that has the agenda for today, some  
18 other information, and also the minutes from  
19 the board meeting from last year. If anyone  
20 wants to take some time and review those  
21 minutes, I'll entertain a motion whenever  
22 anyone's ready. (Pause)

23 MR. WHEELER: I make a motion for  
24 approval of the minutes as presented. Randy  
25 Wheeler, City of Poquoson.



1 CHIEF DUNN: And I'll second. Sean  
2 Dunn, City of Williamsburg.

3 CHIEF RINEHIMER: I have a motion  
4 and a second. Is there any discussion?

5 (Pause) All those in favor of approving the  
6 minutes say "aye"?

7  
8 (All in attendance agreed to the motion by  
9 saying "aye".)

10  
11 CHIEF RINEHIMER: Any opposed?  
12 (Pause) Being none, the motion is carried.  
13 The agenda, we don't have alot on here. Some  
14 of these are things that we have every year,  
15 for those that have been coming for years.  
16 The first thing on the agenda today is review  
17 of the Academy Agreement and I'll let Scott  
18 talk a little bit about that.

19 MR. BARLOW: Yes, sir.  
20 Historically, we provide copies if anyone is  
21 interested in the Academy Agreement. Most of  
22 you have already signed it and already have  
23 the Agreement, but if you, for some reason, do  
24 not there are copies on the table over there,  
25 the Academy Agreement, feel free to take one

1 with you. There are also copies of next  
2 year's class schedule that you're welcome to  
3 take, as your training coordinators have  
4 already received them. We've also provided a  
5 copy of our bylaws, if you don't have those  
6 and would like to take some with you. There's  
7 really no changes that have been made since  
8 2011 to any of those documents.

9 CHIEF RINEHIMER: The Executive  
10 Committee does review that pretty regularly.  
11 We met the other day and scanned through,  
12 reviewed that, to see if anything for the  
13 coming year needed to be changed or if any  
14 language or additions or whatever should be in  
15 there. Thank you.

16 The next item on the agenda is the  
17 FY-2020 Budget and I think everyone is  
18 familiar with this process. The Executive  
19 Committee gets briefed on the budget.  
20 Mr. Morgan is our Chair of the Finance  
21 Committee. Mr. Barlow and Chief Bowen met and  
22 developed the budget. That budget then was  
23 presented to the full Executive Committee,  
24 which we sat for a couple of hours, reviewed  
25 it all, had no issues, no objections. That

1 budget is included in your packet. If there's  
2 any discussion, any questions, we'll entertain  
3 that, but right now we are going to give you a  
4 brief presentation. We'll give them some time  
5 to do that. The gist of the overall budget,  
6 there really aren't a whole lot of changes in  
7 it, but I'll turn that over to Scott now as  
8 well.

9 MR. BARLOW: Thank you, Chief. It  
10 will be on the projector as well as in your  
11 packet. What I will do is go over the overall  
12 budget itself and then I'll ask if you want to  
13 give me any of the specific line item.

14 If you look at our revenue in your  
15 Executive Summary Budget FY-2020 in your  
16 packet, and of course on the screen, our  
17 member funding for FY-2020 is \$985,300. The  
18 State funding that we anticipate getting--  
19 And when I say anticipate, we never know the  
20 exact number until that October or November in  
21 the fiscal year. We just found out about a  
22 month ago what the State funds are for  
23 FY-2019, so it's fair to use the same numbers  
24 to anticipate that and they stay pretty  
25 consistent. Those State funds we anticipate

1 getting are \$341,753. The last source of our  
2 revenues is for tuition and that, basically,  
3 is non-members, like Bay Bridge Tunnel, who  
4 send people to our training and for that we do  
5 charge \$50 a day and we historically use  
6 around \$12,000 a year. Sometimes it's a  
7 little bit more. Sometimes it's a little bit  
8 less. So our total revenues are \$1,339,053.

9 When we look at our costs, our personnel  
10 costs, which is a full-time staff, it's  
11 \$604,426. Our WAE instructors, which are the  
12 folks that we pay to come teach classes for  
13 us, is \$120,000 and the staff instructors we  
14 pay \$100,000 for. We'll talk more about that  
15 as we get through the Executive briefs. Those  
16 are the folks that are provided by Portsmouth,  
17 Newport News Sheriff's Office, Suffolk, and  
18 Hampton Roads Regional Jail. We reimburse  
19 each jurisdiction \$25,000 for their staff  
20 instructor, which gives us total personnel  
21 costs of \$124,426.

22 Our operating expenses, which are broken  
23 down in all of our line items, is \$417,571.  
24 Our capital equipment is what we project doing  
25 next year as far as fixing up the Academy.

1           You may have walked by the folks working on  
2           Room 101 and 102 that are redoing the carpet,  
3           the painting, and putting new furniture in  
4           there, that's kind of where that money comes  
5           from. For our capital improvements, and  
6           that's approved in a five-year plan by the  
7           Executive Committee, the total cost is  
8           \$469,371. So our total FY-2020 budget is  
9           \$1,293,797, which leaves us a contingency of  
10          \$45,256. When I say contingency, that's not  
11          just extra money that we get to play with.  
12          That's for things that come up that we don't  
13          anticipate, and with an older building and not  
14          knowing for sure what our revenues are going  
15          to be, that money is critical for us to have  
16          in case. The good thing is if we don't use it  
17          it goes into our Rainy Day Reserve Fund, which  
18          is up to around 2.3 million right now. So if  
19          we look at our comparison to the FY-2019  
20          budget that's only an increase of a total of  
21          \$379. So it's pretty similar to last year and  
22          we are not asking for an increase from the per  
23          diem of \$334 per officer, so the budget is  
24          very, very, similar to last year.

25                 Now before we go any further, if you'd

1           like we can go over the line items, but  
2           there's not a whole lot of subjective changes.  
3           I won't do that unless as a group y'all want  
4           me to do that. It's in your packet and if you  
5           have specific questions about it, I'll  
6           certainly be happy to answer those. (Pause)  
7           Okay. I'm not seeing alot of interest in line  
8           items, so that's good.

9                        So if you look a little further in our  
10          Executive Summary, going onto our next page,  
11          we have a five-year capital budget plan and  
12          what I'm just giving you there are the total  
13          numbers for each year. As we go a little  
14          further, I'll talk a little bit more about the  
15          specifics of what we'd like to do based on  
16          what we anticipate and what the Executive  
17          Committee believes are the needs of the  
18          Academy.

19                      One thing I've also been asked to talk  
20          about is one of the reasons we keep our per  
21          diem as low as it is, which is at \$334, which  
22          is significantly lower than most other  
23          regional academies, is because of the  
24          assistance we receive from our jurisdiction.  
25          Now the four staff instructors that are

1 assigned to us we pay \$100,000 out of our  
2 budget. Realistically, this other personnel  
3 would cost us \$75,000, you know, as an  
4 estimate if we were to hire them by the  
5 Academy, which it would increase our costs by  
6 \$200,000. If you break that down to an  
7 increase in the pro-rata, we would be asking  
8 for an increase of \$7 per student if we did  
9 not have that assistance from the four  
10 agencies, which again is Portsmouth, Newport  
11 News Sheriff's Office, Hampton Roads Regional  
12 Jail, and Suffolk. So I was asked to kind of  
13 remind folks of that because it really is  
14 helpful for us to keep our costs down.

15 The other thing I was asked to remind  
16 folks about is our line item for the WAE  
17 instructors, which is what we pay each  
18 instructor, which was about \$25 an hour, in  
19 some cases it was \$30 an hour, to come out and  
20 teach for us on many of our topics. What we  
21 did probably 15 years ago was we asked all the  
22 jurisdictions-- The Executive Committee at  
23 that time was a full board. We didn't have an  
24 Executive Committee. We asked each department  
25 to help out and send instructors for firearms

1 and tactical exercises. This was done because  
2 those were the huge line items out of our WAE  
3 budget. So to keep those numbers down and  
4 keep the costs down to our member  
5 jurisdictions we've asked folks to do that for  
6 many years now. If we break that down, we  
7 currently have a line item of \$120,000 for our  
8 WAE instructors. What we would be paying per  
9 year for firearms and tactical exercises is  
10 \$157,000, which then we'd be asking you for a  
11 line item of \$277,000 as opposed to the  
12 \$120,000, which is a significant increase of  
13 \$157,000, which would equate to a pro-rata  
14 increase of \$55 per student. So by doing that  
15 we really saved y'all a good amount of money  
16 and I'm bringing this up because we do  
17 struggle at times to get training coordinators  
18 to send us instructors for firearms and  
19 tactical. We'd like to remind you that this  
20 is the agreement that the Board came up with  
21 to save money in the long-run. So, again, I'm  
22 not doing this because I'm asking for more  
23 money. I'm doing this as an informational  
24 topic only. But I think it's fair to share  
25 with y'all if we really continue to struggle



1 in these areas I may have to come and ask for  
2 an increase in your pro-rata, so it's just  
3 something to kind of keep in our back pocket  
4 and understand where the Academy is coming  
5 from on that.

6 Any questions or concerns on what we just  
7 chatted about? I'm happy to entertain them or  
8 go a little further if y'all have questions  
9 about what we just talked about.

10 MR. DOSS: I have a comment.

11 MR. BARLOW: Yes, sir.

12 MR. DOSS: Tim Doss. I just want to  
13 reiterate what you said about the staff  
14 instructors, or instructors, the rates we  
15 should be paying. I think I'm talking about  
16 the instructors for the driving, the range, if  
17 you will. I think it's a little more  
18 critical. It's just a warning to everybody.  
19 I just want to make sure everybody's aware of  
20 that. We're at a stage where we're going to  
21 have to charge if the agencies don't start  
22 sending somebody when the Academy needs it.  
23 If I remember correctly, we're receiving  
24 approximately from a third of our agencies, so  
25 I think that we just need to understand if we

1 don't send them we're going to get a \$55  
2 increase. That's all I wanted, to make sure  
3 that that was clear.

4 MR. BARLOW: Any other questions?  
5 Yes, sir.

6 CHIEF DUNN: Again, Sean Dunn,  
7 Williamsburg. Is there anyway that we can get  
8 the information who's sending their staff and  
9 who isn't?

10 MR. BARLOW: I can do that, yes,  
11 sir. What I try not to do is call out any  
12 jurisdictions in public. I can share with the  
13 individual jurisdictions how much they're  
14 helping or not, if that's something y'all  
15 would like me to do.

16 CHIEF DUNN: Well, I feel like we're  
17 doing our fair share, but from your  
18 perspective maybe we're not and I just don't  
19 have that information, so it would be very  
20 helpful.

21 MR. BARLOW: Yes, ma'am.

22 CHIEF CHAPMAN: Tonya Chapman from  
23 Portsmouth. Wasn't there also discussion in  
24 the Executive Committee Meeting that we would  
25 start charging those agencies that are not

1 sending any instructors? So like Mr. Dunn  
2 said, they're doing their share, at least in  
3 their mind, but for those who aren't sending  
4 anyone and contributing that we would possibly  
5 start charging those agencies.

6 MR. BARLOW: There were alot of  
7 formulas that were thrown out. The Executive  
8 Committee didn't direct me to go in any  
9 particular direction. Chief, did you want to  
10 say something about that?

11 CHIEF RINEHIMER: Yes. It was  
12 something we talked about at length, about  
13 should we start charging agencies if they  
14 don't send and trying to figure out how we  
15 were going to do that, what formula we were  
16 going to use. We wanted to talk about this  
17 today, so you all were made aware this is  
18 something we're looking at. So when Scott, or  
19 someone from the Academy, sends those sign-up  
20 sheets for the firearms and the tactical  
21 exercises we have to fill those slots. If we  
22 don't, we may look at doing that. So you're  
23 agency may get charged a certain amount if you  
24 don't send instructors and you have students  
25 in your classes. So we wanted to emphasize

1           that, reiterate it, make sure it's in your  
2           head. Some of you may not have heard this  
3           before. Some of you have probably heard it  
4           many, many, times. I think Chief Dunn brings  
5           up a good point about agencies maybe not  
6           knowing if they're providing enough people or  
7           not. Some may say, "I know we provide people.  
8           Is it enough?" I don't know what enough is  
9           sometimes. So I guess what we're asking is if  
10          you're an organization, either county or city,  
11          make sure you get those people down there or  
12          we may end up having to start charging, and  
13          that was the discussion that we had at the  
14          Executive Committee Meeting. We don't want to  
15          do that, that's not what we want, but we have  
16          to have that level of discussion, especially  
17          during firearms. We have to have that  
18          discussion to get a ratio or we can't teach.  
19          So just be mindful of that when you see those  
20          requests coming in.

21                   MR. BARLOW: Thank you, Chief. Does  
22                   that answer your question, ma'am?

23                   CHIEF CHAPMAN: Yes.

24                   MR. BARLOW: Chief, yes, sir.

25                   CHIEF MITCHELL: Chris Mitchell,

1 Regent University. How do we know what the  
2 expectation is at the particular time of how  
3 many instructors you need for a particular  
4 scenario?

5 MR. BARLOW: What Ms. Moffitt does,  
6 and most of you know Ms. Moffitt, is she sends  
7 out sign-up sheets to each jurisdiction and  
8 we, basically, ask you to sign up some folks.  
9 We don't have an exact number on the formula  
10 and I'll share with you why. I'll pick on  
11 Suffolk because we ask them to send  
12 instructors and they do all the time. One  
13 time they couldn't because of the Peanut  
14 Festival. Well, we get that. We understand  
15 that there are going to be issues that come  
16 up. When it becomes an issue with one that we  
17 ask over and over and over again and we don't  
18 get any help-- Which is why I never wanted to  
19 come up with a formula because if I said,  
20 "Well, I don't care if it's the Peanut  
21 Festival. You have to send me two people",  
22 well, then I'm going to get the push-back or I  
23 will promise you they will only send me two  
24 people in the future and we may not have  
25 enough staff instructors full-time. So we

1 really try and manage it in a less direct way,  
2 I suppose, and we ask that you just do the  
3 best that you can. If you're fat one week and  
4 you can send me two as opposed to one, that's  
5 awesome. If you're really struggling that  
6 week and you can't send anybody, I get that as  
7 well. So more as a reminder, and we remind  
8 your training coordinators as well, but I  
9 think sometimes they don't see the big picture  
10 budgetwise where y'all do because you look at  
11 the budget and you know that if we have to  
12 come back and ask for more money then you'll  
13 be upset with me, so I want to give you this  
14 information before we do that.

15 CHIEF HARRIS: Chief Harris, Old  
16 Dominion.

17 MR. BARLOW: Yes, ma'am.

18 CHIEF HARRIS: I agree with Chief  
19 Dunn. I think it would be helpful to see  
20 because I believe also that we're doing our  
21 fair share, but I'm handing it to the training  
22 coordinators and then, you know, do I know  
23 really that the two people that I'm sending  
24 were both able to show up. I don't know that.  
25 So it would be helpful to me to see it instead

1 of just receiving some sort of nasty-gram or a  
2 bill saying, you know, your guys didn't show  
3 up. I'd like to know upfront and be  
4 proactive, if I could.

5 MR. BARLOW: We can absolutely do  
6 that. I can assure you that we share with  
7 your training coordinators that they need to  
8 help us, so they know if they're helping or  
9 not. But we will be happy to bypass that and  
10 send it directly to the Chief's Office if  
11 that's what you're asking for. That will be  
12 easier for us to do because we have sign-up  
13 sheets and things like that, so we can just  
14 quarterly send a note directly to the Chief or  
15 Sheriff's Office or Superintendent saying this  
16 is how many people y'all sent and how many  
17 hours you spent. And, again, I don't believe  
18 there's any intent here not to help out. I  
19 just think everyone gets really busy, so it's  
20 more of a reminder type thing is what we're  
21 trying to do.

22 CHIEF HARRIS: I think it would be  
23 helpful for me. He alluded that this is an  
24 ongoing issue and I think it would be easier  
25 for the Chiefs if they know exactly what's

1 going on. It sounds like maybe it's being  
2 dropped by the coordinators or the office or  
3 something like that is going on, but I just  
4 need to know that and take a look at it and  
5 see. If we're not sending enough people, you  
6 know, then I'm going to give it to the  
7 training coordinator to make sure, but it  
8 would be nice to know if we're doing what I  
9 think we're doing, you know.

10 MR. BARLOW: Yeah. That would be  
11 helpful for us as well, because I always feel  
12 bad about going over somebody's head. I don't  
13 want to do that unless I absolutely have to,  
14 but if I have a specific request that makes my  
15 life alot easier.

16 CHIEF RINEHIMER: Yeah. I think  
17 that's a great suggestion because I think it  
18 would be good for all of us to see that, if  
19 we're meeting the expectations.

20 MR. BARLOW: Sure.

21 CHIEF DUNN: And, Scott, something  
22 to compare us to similar situated departments,  
23 if that's possible. I'm not asking you to put  
24 in a whole lot of work here, but if there's  
25 some way to show not just what we did, but how



1 from that can we relate to whether or not  
2 we're doing our fair share or if we need to  
3 increase it a little bit. However you can do  
4 that would be helpful.

5 MR. BARLOW: Yeah. I can add some  
6 historical knowledge and say this is,  
7 basically, working out for us just fine, you  
8 know, as opposed to saying you're five hours  
9 short. I really hate to do that.

10 CHIEF DUNN: Thank you.

11 CHIEF RINEHIMER: Any other comments  
12 on that? (Pause) Okay. Do you have anything  
13 else on the budget?

14 MR. BARLOW: The five-year plan.

15 CHIEF RINEHIMER: Okay.

16 MR. BARLOW: That should be our next  
17 page. That's the five-year plan right there,  
18 yes. Okay. I'll go through this really  
19 quickly. Again, this has been vetted by the  
20 Executive Committee and those of you who  
21 walked down the hall, I think everyone did,  
22 we're now renovating 101 and 102, which is the  
23 FY-2019, which is the last part of the  
24 previous five-year plan. So that's one we're  
25 concluding by the end of this fiscal year.

1           Fiscal year 2020, we're hoping to  
2           purchase munition weapons and take care of  
3           Classroom 108 and 109. If y'all look around,  
4           I think you can see that we certainly need  
5           that. FY-2021 will be right about the time we  
6           need to look at replacing a vehicle and we  
7           really need to redo our bathrooms. They are,  
8           you know, 16-17-18 years of hard use. So  
9           that's what we're look at doing for '21. In  
10          '22, another vehicle, so both will be  
11          significantly aged at that time. We're going  
12          to have an easier year there because of the  
13          vehicle. In 2023, the heating and air roof  
14          units. I will be happy to show y'all  
15          pictures, although I imagine you really don't  
16          want to see them, but we have multiple  
17          pictures from on the roof. We're really  
18          fortunate because it's a really good metal  
19          roof and it can last us easily another ten  
20          years as long as we start bringing people in  
21          to maintain it. I just put \$10,000 into the  
22          roof last month and we're going to have a  
23          major service contract with a group that's  
24          going to at least once or twice a year keep  
25          resealing the roof, fixing some of the issues

1 we're having, so that's a significant expense  
2 we can avoid. The significant expense we  
3 cannot avoid are the five heating and air  
4 conditioning units that are on the roof.  
5 They're up there working on it right now and  
6 they just finished up. They break down all  
7 the time. The Executive Committee asked me to  
8 look into, as opposed to the fifth year doing  
9 them all, perhaps doing one per year. The  
10 reason why I'm bringing that up is that's a  
11 significant enough expense where I'm going to  
12 have to ask the Executive Committee to go up  
13 on the reserve and next year they're going to  
14 have to bring that to y'all. That's one of  
15 the things the full board has to vote on, is  
16 to take from the reserve, which is right about  
17 2.4 million right now, which is a pretty solid  
18 reserve for a small organization. The other  
19 option, of course, is raising your pro rata,  
20 which I don't know if y'all want to do, but  
21 that's a decision that y'all make and direct  
22 me.

23 So that's what we're looking to do on our  
24 five-year plan. We've always been able to  
25 accomplish alot of things out here, but the

1 building is getting to that age where it needs  
2 some stuff done. Any questions or concerns  
3 about our five-year plan?

4 MR. SMITH: Superintendent Smith.  
5 On the heating and air conditioning and other  
6 utilities, have you looked at an energy  
7 performance contract?

8 MR. BARLOW: I haven't looked at  
9 anything specific on the new units yet, but  
10 I'll be reaching out to ask you and Mr. Goss.  
11 I know the Regional Jail does alot of this  
12 stuff, so I always do look for direction when  
13 it comes to this kind of thing.

14 MR. SMITH: I'm sure everybody knows  
15 what those are. The old technology, you put  
16 in a new system. You have to have enough in  
17 your savings to pay a bond payment to fund  
18 those annually or in some situations it almost  
19 would pay for them in a short period of time.  
20 It depends on, you know, a multiple of things.  
21 But, usually, the assessment you can get done  
22 for free and that will give you an upfront  
23 determination of whether you should just  
24 continue on or it's not good at all and it's  
25 not going to work. Just a thought.

1 MR. BARLOW: No. That's great. In  
2 fact, I'll be reaching out to y'all next year,  
3 so we can start making plans for them to meet  
4 in the upcoming. If there are no questions,  
5 that's my budget proposal.

6 CHIEF RINEHIMER: All right. That  
7 is the proposed budget for FY-2020. Do I have  
8 a motion?

9 CHIEF BREWER: Mike Brewer. I make  
10 a motion to accept as presented.

11 CHIEF RINEHIMER: Second?

12 MR. MORGAN: Second. Neil Morgan,  
13 York County.

14 CHIEF RINEHIMER: I have a motion  
15 and a second. Any discussion? (Pause) All  
16 those in favor of the motion please say  
17 "aye".

18  
19 (All in attendance agreed to the motion by  
20 saying "aye".)

21  
22 CHIEF RINEHIMER: Any opposed?  
23 (Pause) Thank you all very much. The next  
24 item on the agenda is something we wanted to  
25 put on here because it was a good topic of

1 discussion last year at the Annual Meeting and  
2 that's the firearms' range. As you know,  
3 we've been working for years now trying to  
4 come up with something that will work for the  
5 Academy. We certainly recognize the need for  
6 the Academy to have their own range. Last  
7 year we had a group come in and give us a  
8 presentation, to give us a needs assessment.  
9 Earlier this year we went around, alot of the  
10 folks came here, and met with Clark Nexon to  
11 talk about what we needed. He took all that  
12 data and came to us with some dollar figures  
13 and he stated that what we would need for a  
14 range, just for the Academy, just for another  
15 agency, two instances, and I think I can say  
16 pretty straightly that I thought it was a  
17 little higher than we anticipated it coming in  
18 at. So we're still working on it, you know,  
19 we're looking at different financing options  
20 and ways that we could possibly pay for this.  
21 One of the things that keeps coming up is  
22 we're probably going to need some sort of  
23 partnership, whether it's public/private  
24 partnership or one of the larger agencies, to  
25 come on with us to help fund this and take out

1 the bonds or however we're going to pay for  
2 it. So we're still working on it. We do  
3 expect, hopefully, in the near future to be  
4 putting something out more formally saying if  
5 your agency or your locale is interested in  
6 partnering with the Academy, let us know and  
7 we'll start to look at that. I'll say that  
8 now. If you think your locale may be  
9 interested, certainly, you can contact myself,  
10 Scott, Cliff, Neil, anybody, and we can kind  
11 of start having those discussions, but we  
12 think that's probably the only way we'll be  
13 able to do it. The basic Academy needs are  
14 right around eight million dollars just for  
15 the Academy. Getting up to adding another  
16 locality was somewhere around fourteen million  
17 and some change, I think is what it came to,  
18 so it's going to be a big step that the  
19 Academy cannot take on by itself. We're going  
20 to continue to have these discussions and look  
21 at other options for financing, but the need  
22 is there, so we want to kind of just update  
23 you on how these things are proceeding. Do  
24 you want to add anything?

25 MR. MORGAN: We did have a financial

1 advisor come in and give us all kinds of  
2 different scenrios for financing, really doing  
3 more by, you know, who's underwriting it, is  
4 it a partner, is it a public/private CPA type  
5 scenario. So it could be done if there's a  
6 will and the interest, is what it kind of  
7 boils down to.

8 CHIEF RINEHIMER: Scott, anything to  
9 add?

10 MR. BARLOW: No, sir. I think you  
11 covered it all.

12 CHIEF RINEHIMER: Yeah. So that's  
13 coming. We'll continue to talk about it and  
14 try to work on it. I'm sure we can come up  
15 with something.

16 Item 4 is a full board vote on the  
17 Executive Director and, Mr. Morgan, if you  
18 would like to make a motion on that.

19 MR. MORGAN: Yes, sir. If I can  
20 find the right document. I would move that we  
21 enter into the closed session pursuant to  
22 Virginia Code 3711.(A)1. That's the  
23 "Employment" section for discussion or  
24 consideration of prospective employees for  
25 employment assignment, appointment,



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promotion, performance, demotion, et cetera,  
or employees of any public body.

CHIEF RINEHIMER: I have a motion.  
Do I have a second? (Pause) All those in  
favor of going into closed session say "aye".

(All in attendance agreed to the motion by  
saying "aye".)

CHIEF RINEHIMER: Any opposed?  
(Pause) If I could ask the Academy Staff and  
our Court Reporter to step out while we have  
this discussion.

(Whereupon, the taking of this board meeting  
was concluded at 10:45 o'clock, a.m.)

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1 COMMONWEALTH OF VIRGINIA AT LARGE, to wit:

2

3 I, Marie Woods Lawson, Notary Public and  
4 Court Reporter, do hereby certify that I did appear at  
5 the aforescribed board meeting, commencing at 10:00  
6 o'clock, a.m., on Wednesday, the 14th day of December,  
7 2018, at the Hampton Roads Criminal Justice Training  
8 Academy, Newport News, Virginia: that the foregoing  
9 pages constitute a true and accurate transcript of this  
10 board meeting given at that time and place.

11 I further certify that I am not of counsel  
12 or kin to any of the parties to this cause of action, nor  
13 am I interested in any manner in its outcome.

14 IN WITNESS WHEREOF I have hereunto set my  
15 hand and seal this the 1st day of January, 2019.

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Marie Woods Lawson, Notary  
Public, State of Virginia at  
Large. My commission expires  
February 28, 2019.

<b>A</b>	28:5	<b>assuming</b> 3:4	<b>Belinda</b> 4:15	<b>Bushey</b> 5:8
<b>able</b> 22:24, 27:24 31:13	<b>alluded</b> 23:23	<b>assure</b> 23:6	<b>Bennett</b> 7:1	<b>busy</b> 23:19
<b>absolutely</b> 23:5 24:13	<b>Alonzo</b> 6:18	<b>attendance</b> 9:8 29:19, 33:7	<b>best</b> 22:3	<b>bylaws</b> 10:5
<b>academies</b> 14:23	<b>alot</b> 8:14, 9:13 14:7, 19:6, 24:15	<b>Authority</b> 7:9	<b>big</b> 22:9, 31:18	<b>bypass</b> 23:9
<b>Academy</b> 1:1, 9:17 9:21, 9:25, 12:25	<b>amount</b> 16:15 19:23	<b>avoid</b> 27:2, 27:3	<b>bill</b> 23:2	<b>C</b>
14:18, 15:5, 17:4	<b>Andrew</b> 7:18	<b>aware</b> 17:19, 19:17	<b>bit</b> 2:15, 9:18, 12:7 12:7, 14:14, 25:3	<b>call</b> 2:3, 2:7, 8:10 18:11
17:22, 19:19, 30:5	<b>Andrzejewski</b> 5:14	<b>awesome</b> 22:5	<b>board</b> 1:2, 2:4 8:19, 15:23, 16:20	<b>capital</b> 12:24, 13:5 14:11
30:6, 30:14, 31:6	<b>Angelo</b> 3:11	<b>aye</b> 9:6, 9:9, 29:17 29:20, 33:5, 33:8	27:15, 32:16, 33:16 34:5, 34:10	<b>Captain</b> 2:17, 2:17 2:21
31:13, 31:15, 31:19 33:11, 34:8	<b>Annual</b> 30:1	<b>B</b>	<b>body</b> 33:2	<b>car</b> 3:9, 3:10, 3:15
<b>accept</b> 29:10	<b>annually</b> 28:18	<b>B.J</b> 4:14	<b>boils</b> 32:7	<b>care</b> 21:20, 26:2
<b>accomplish</b> 27:25	<b>answer</b> 14:6, 20:22	<b>back</b> 3:11, 17:3 22:12	<b>bond</b> 28:17	<b>carpet</b> 13:2
<b>accurate</b> 34:9	<b>anticipate</b> 11:18 11:19, 11:24, 11:25	<b>bad</b> 24:12	<b>bonds</b> 31:1	<b>carried</b> 9:12
<b>action</b> 34:12	13:13, 14:16	<b>Barlow</b> 2:7, 2:19 2:23, 3:2, 3:6, 3:10	<b>Bowen</b> 6:7, 10:21	<b>case</b> 13:16
<b>add</b> 25:5, 31:24 32:9	<b>anticipated</b> 30:17	3:13, 3:16, 3:23	<b>Brad</b> 4:18	<b>cases</b> 15:19
<b>adding</b> 31:15	<b>anybody</b> 22:6 31:10	4:1, 4:6, 4:9, 4:13	<b>break</b> 15:6, 16:6 27:6	<b>cause</b> 34:12
<b>additions</b> 10:14	<b>anyone's</b> 8:22	4:17, 4:22, 5:5	<b>Brent</b> 4:2	<b>Center</b> 2:4
<b>Admin</b> 4:2	<b>anyway</b> 18:7	5:12, 5:19, 5:24	<b>Brewer</b> 7:9, 7:10 29:9, 29:9	<b>certain</b> 19:23
<b>Administrator</b> 4:18, 5:3, 5:6, 5:8 5:14, 8:6	<b>appear</b> 34:4	6:2, 6:5, 6:9, 6:13	<b>Brian</b> 6:22	<b>certainly</b> 14:6, 26:4 30:5, 31:9
<b>advisor</b> 32:1	<b>appointment</b> 32:25	6:17, 6:20, 6:24	<b>Bridge</b> 12:3	<b>certify</b> 34:4, 34:11
<b>aforescribed</b> 34:5	<b>appreciate</b> 8:15	7:5, 7:8, 7:12, 7:17 7:20, 7:24, 8:2, 8:5	<b>brief</b> 11:4	<b>cetera</b> 33:1
<b>age</b> 28:1	<b>approval</b> 8:24	8:9, 8:13, 9:19	<b>briefed</b> 10:19	<b>Chair</b> 10:20
<b>aged</b> 26:11	<b>approved</b> 13:6	10:21, 11:9, 17:11	<b>briefs</b> 12:15	<b>change</b> 31:17
<b>agencies</b> 15:10 17:21, 17:24, 18:25	<b>approving</b> 9:5	18:4, 18:10, 18:21	<b>bring</b> 27:14	<b>changed</b> 2:10 10:13
19:5, 19:13, 20:5 30:24	<b>approximately</b> 17:24	19:6, 20:21, 20:24	<b>bringing</b> 16:16 26:20, 27:10	<b>changes</b> 10:7, 11:6 14:2
<b>agency</b> 19:23 30:15, 31:5	<b>Arcos</b> 2:25	21:5, 22:17, 23:5	<b>brings</b> 20:4	<b>Chapman</b> 6:10 6:12, 18:22, 18:22 20:23
<b>agenda</b> 8:17, 9:13 9:16, 10:16, 29:24	<b>areas</b> 17:1	24:10, 24:20, 25:5	<b>Broderick</b> 6:3	<b>charge</b> 12:5, 17:21
<b>ago</b> 11:22, 15:21	<b>asked</b> 14:19, 15:12 15:15, 15:21, 15:24	25:14, 25:16, 28:8 29:1, 32:10	<b>broken</b> 12:22	<b>charged</b> 19:23
<b>agree</b> 22:18	16:5, 27:7	<b>Barnes</b> 4:11, 4:12	<b>budget</b> 10:17 10:19, 10:22, 10:22 11:1, 11:5, 11:12	<b>charging</b> 18:25 19:5, 19:13, 20:12
<b>agreed</b> 9:8, 29:19 33:7	<b>asking</b> 13:22, 15:7 16:10, 16:22, 20:9	<b>Barrick</b> 5:5	13:23, 14:11, 15:2 16:3, 22:11, 25:13	<b>chatted</b> 17:7
<b>agreement</b> 9:17 9:21, 9:23, 9:25 16:20	23:11, 24:23	<b>based</b> 14:15	29:5, 29:7	<b>Cheesebro</b> 7:13
<b>air</b> 26:13, 27:3	<b>assessment</b> 28:21 30:8	<b>basic</b> 31:13	<b>budgetwise</b> 22:10	<b>Chief</b> 2:2, 2:24 2:24, 2:25, 3:1, 3:3 3:5, 3:6, 3:7, 3:11 3:12, 3:13, 3:14 3:16, 3:18, 3:19
	<b>assigned</b> 15:1	<b>basically</b> 12:2, 21:8 25:7	<b>Buie</b> 6:25, 7:2, 7:7	
	<b>assignment</b> 32:25	<b>bathrooms</b> 26:7	<b>building</b> 13:13 28:1	
	<b>assistance</b> 14:24 15:9	<b>Bay</b> 12:3	<b>Bunting</b> 4:10	
	<b>Assistant</b> 4:11	<b>believe</b> 6:3, 22:20 23:17	<b>Bunting's</b> 4:12	
	<b>assume</b> 3:2	<b>believes</b> 14:17		

3:19, 4:2, 4:4, 4:4 4:6, 4:18, 4:21 5:21, 5:23, 5:25 6:1, 6:2, 6:4, 6:7 6:8, 6:10, 6:12 6:17, 6:19, 6:25 6:25, 7:9, 7:10 7:13, 7:14, 7:15 7:16, 8:11, 8:12 9:1, 9:3, 9:11, 10:9 10:21, 11:9, 18:6 18:16, 18:22, 19:9 19:11, 20:4, 20:21 20:23, 20:24, 20:25 22:15, 22:15, 22:18 22:18, 23:14, 23:22 24:16, 24:21, 25:10 25:11, 25:15, 29:6 29:9, 29:11, 29:14 29:22, 32:8, 32:12 33:3, 33:10 <b>Chief's</b> 23:10 <b>Chiefs</b> 23:25 <b>Chris</b> 2:25, 20:25 <b>city</b> 3:7, 3:21, 4:9 4:11, 5:2, 5:20, 6:6 6:13, 6:20, 6:22 7:3, 7:17, 7:20 8:25, 9:2, 20:10 <b>Clarence</b> 3:21 <b>Clark</b> 30:10 <b>Clarke</b> 4:17 <b>class</b> 10:2 <b>classes</b> 12:12 19:25 <b>Classroom</b> 26:3 <b>clear</b> 18:3 <b>clearly</b> 2:13 <b>Cliff</b> 6:7, 31:10 <b>closed</b> 32:21, 33:5 <b>Code</b> 32:22 <b>Colonel</b> 5:16, 5:18 <b>come</b> 3:11, 12:12 13:12, 15:19, 17:1 21:15, 21:19, 22:12 30:4, 30:7, 30:25	32:1, 32:14 <b>comes</b> 13:4, 28:13 <b>coming</b> 9:15, 10:13 17:4, 20:20, 30:17 30:21, 32:13 <b>commencing</b> 34:5 <b>comment</b> 17:10 <b>comments</b> 25:11 <b>commission</b> 34:22 <b>Committee</b> 4:20 4:24, 5:1, 5:2, 5:10 5:15, 6:11, 8:6 10:10, 10:19, 10:21 10:23, 13:7, 14:17 15:22, 15:24, 18:24 19:8, 20:14, 25:20 27:7, 27:12 <b>COMMONWEA...</b> 34:1 <b>compare</b> 24:22 <b>comparison</b> 13:19 <b>concerns</b> 17:6, 28:2 <b>concluded</b> 33:17 <b>concluding</b> 25:25 <b>conditioning</b> 27:4 28:5 <b>Conner</b> 5:6 <b>consideration</b> 32:24 <b>consistent</b> 11:25 <b>constitute</b> 34:9 <b>contact</b> 31:9 <b>contingency</b> 13:9 13:10 <b>continue</b> 16:25 28:24, 31:20, 32:13 <b>contract</b> 26:23 28:7 <b>contributing</b> 19:4 <b>coordinator</b> 24:7 <b>coordinators</b> 10:3 16:17, 22:8, 22:22 23:7, 24:2 <b>copies</b> 9:20, 9:24 10:1 <b>copy</b> 10:5	<b>correctly</b> 17:23 <b>cost</b> 13:7, 15:3 <b>costs</b> 12:9, 12:10 12:21, 15:5, 15:14 16:4 <b>counsel</b> 34:11 <b>county</b> 5:2, 5:6, 5:7 5:8, 5:12, 5:13 7:21, 8:2, 8:5 20:10, 29:13 <b>couple</b> 10:24 <b>course</b> 11:16, 27:19 <b>court</b> 2:13, 33:12 34:4 <b>covered</b> 32:11 <b>Covington</b> 5:22 <b>CPA</b> 32:4 <b>Criminal</b> 1:1, 2:3 34:7 <b>critical</b> 13:15 17:18 <b>currently</b> 16:7 <b>Cynthia</b> 5:20	<b>determination</b> 28:23 <b>developed</b> 10:22 <b>diem</b> 13:23, 14:21 <b>different</b> 30:19 32:2 <b>Diggs</b> 8:3, 8:4 <b>DiMartino</b> 3:11 3:12, 3:13 <b>direct</b> 19:8, 22:1 27:21 <b>direction</b> 19:9 28:12 <b>directly</b> 23:10 23:14 <b>Director</b> 32:17 <b>Directors</b> 2:4 <b>discussion</b> 9:4 11:2, 18:23, 20:13 20:16, 20:18, 29:15 30:1, 32:23, 33:13 <b>discussions</b> 31:11 31:20 <b>document</b> 32:20 <b>documents</b> 10:8 <b>doing</b> 12:24, 16:14 16:22, 16:23, 18:17 19:2, 19:22, 22:20 24:8, 24:9, 25:2 26:9, 27:8, 27:9 32:2 <b>dollar</b> 30:12 <b>dollars</b> 31:14 <b>Dominion</b> 5:25 22:16 <b>Doretha</b> 4:3 <b>Doss</b> 5:9, 5:11 17:10, 17:12, 17:12 <b>Doughty</b> 5:13 <b>Dr</b> 6:14, 6:16 <b>driving</b> 17:16 <b>dropped</b> 24:2 <b>Duer</b> 3:18 <b>Dunn</b> 7:15, 7:16 9:1, 9:2, 18:6, 18:6 18:16, 19:1, 20:4	22:19, 24:21, 25:10  <b>E</b> <b>Earlier</b> 30:9 <b>easier</b> 23:12, 23:24 24:15, 26:12 <b>easily</b> 26:19 <b>eight</b> 31:14 <b>Eileen</b> 5:16 <b>either</b> 20:10 <b>emphasize</b> 19:25 <b>employees</b> 32:24 33:2 <b>employment</b> 32:23 32:25 <b>energy</b> 28:6 <b>enter</b> 32:21 <b>entertain</b> 8:21 11:2, 17:7 <b>equate</b> 16:13 <b>equipment</b> 12:24 <b>especially</b> 20:16 <b>estimate</b> 15:4 <b>et</b> 33:1 <b>everybody</b> 17:18 28:14 <b>everybody's</b> 17:19 <b>exact</b> 11:20, 21:9 <b>exactly</b> 23:25 <b>Executive</b> 4:19 4:24, 4:25, 5:2 5:10, 5:15, 6:10 8:6, 10:9, 10:18 10:23, 11:15, 12:15 13:7, 14:10, 14:16 15:22, 15:24, 18:24 19:7, 20:14, 25:20 27:7, 27:12, 32:17 <b>exercises</b> 16:1, 16:9 19:21 <b>expect</b> 31:3 <b>expectation</b> 21:2 <b>expectations</b> 24:19 <b>expense</b> 27:1, 27:2 27:11
		<b>D</b>		
		<b>Dale</b> 3:23 <b>Dan</b> 3:7, 5:1 <b>Danny</b> 8:3 <b>data</b> 30:12 <b>David</b> 4:7, 4:23 5:8, 5:13, 7:23 <b>day</b> 10:11, 12:5 13:17, 34:6, 34:15 <b>Deborah</b> 7:13 <b>December</b> 1:10 34:6 <b>decision</b> 27:21 <b>Deeds</b> 7:21 <b>demotion</b> 33:1 <b>department</b> 15:24 <b>departments</b> 24:22 <b>depends</b> 28:20 <b>Deputy</b> 3:19, 3:19 6:24 <b>detail</b> 2:15		

<b>expenses</b> 12:22 <b>expires</b> 34:22 <b>extra</b> 13:11	<b>formally</b> 31:4 <b>formula</b> 19:15 21:9, 21:19 <b>formulas</b> 19:7 <b>fortunate</b> 26:18 <b>found</b> 11:21 <b>four</b> 14:25, 15:9 <b>fourteen</b> 31:16 <b>free</b> 9:25, 28:22 <b>full</b> 10:23, 15:23 27:15, 32:16 <b>full-time</b> 12:10 21:25 <b>fund</b> 13:17, 28:17 30:25 <b>funding</b> 11:17 11:18 <b>funds</b> 11:22, 11:25 <b>furniture</b> 13:3 <b>further</b> 13:25, 14:9 14:14, 17:8, 34:11 <b>future</b> 21:24, 31:3 <b>FY-2019</b> 11:23 13:19, 25:23 <b>FY-2020</b> 10:17 11:15, 11:17, 13:8 29:7 <b>FY-2021</b> 26:5	<b>goes</b> 13:17 <b>going</b> 2:14, 8:14 11:3, 13:14, 14:10 17:20, 18:1, 19:15 19:16, 21:15, 21:22 24:1, 24:3, 24:6 24:12, 26:11, 26:22 26:24, 27:11, 27:13 28:25, 30:22, 31:1 31:18, 31:19, 33:5 <b>good</b> 2:24, 13:16 14:8, 16:15, 20:5 24:18, 26:18, 28:24 29:25 <b>Gooden</b> 6:15, 6:15 <b>Goss</b> 28:10 <b>great</b> 24:17, 29:1 <b>group</b> 14:3, 26:23 30:7 <b>guess</b> 20:9 <b>guys</b> 23:2	<b>help</b> 15:25, 21:18 23:8, 23:18, 30:25 <b>helpful</b> 15:14 18:20, 22:19, 22:25 23:23, 24:11, 25:4 <b>helping</b> 18:14, 23:8 <b>hereunto</b> 34:14 <b>higher</b> 30:17 <b>hire</b> 15:4 <b>historical</b> 25:6 <b>historically</b> 9:20 12:5 <b>holidays</b> 8:15 <b>hopefully</b> 31:3 <b>hoping</b> 26:1 <b>hour</b> 15:18, 15:19 <b>hours</b> 10:24, 23:17 25:8 <b>Howell</b> 6:18, 6:19 <b>huge</b> 16:2	<b>interest</b> 14:7, 32:6 <b>interested</b> 9:21 31:5, 31:9, 34:13 <b>Interim</b> 3:21 <b>issue</b> 21:16, 23:24 <b>issues</b> 10:25, 21:15 26:25 <b>item</b> 10:16, 11:13 15:16, 16:7, 16:11 29:24, 32:16 <b>items</b> 12:23, 14:1 14:8, 16:2
<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>
<b>fact</b> 29:2 <b>fair</b> 11:23, 16:24 18:17, 22:21, 25:2 <b>familiar</b> 10:18 <b>far</b> 12:25 <b>fat</b> 22:3 <b>favor</b> 9:5, 29:16 33:5 <b>February</b> 34:23 <b>Fedors</b> 3:25, 4:2 <b>feel</b> 9:25, 18:16 24:11 <b>Festival</b> 21:14 21:21 <b>fifth</b> 27:8 <b>figure</b> 19:14 <b>figures</b> 30:12 <b>fill</b> 19:21 <b>Finance</b> 10:20 <b>financial</b> 31:25 <b>financing</b> 30:19 31:21, 32:2 <b>find</b> 32:20 <b>fine</b> 25:7 <b>finished</b> 27:6 <b>firearms</b> 15:25 16:9, 16:18, 19:20 20:17, 30:2 <b>first</b> 9:16 <b>fiscal</b> 11:21, 25:25 26:1 <b>five</b> 25:8, 27:3 <b>five-year</b> 13:6 14:11, 25:14, 25:17 25:24, 27:24, 28:3 <b>fixing</b> 12:25, 26:25 <b>folks</b> 12:12, 12:16 13:1, 15:13, 15:16 16:5, 21:8, 30:10 <b>foregoing</b> 34:8	<b>Gabe</b> 5:14 <b>getting</b> 11:18, 12:1 28:1, 31:15 <b>gist</b> 11:5 <b>give</b> 11:3, 11:4 11:13, 22:13, 24:6 28:22, 30:7, 30:8 32:1 <b>given</b> 34:10 <b>gives</b> 12:20 <b>giving</b> 14:12 <b>go</b> 11:11, 13:25 14:1, 14:13, 17:8 19:8, 25:18, 27:12 <b>Godwin</b> 2:16, 2:18	<b>Hackworth</b> 4:7 4:8, 4:23 <b>hall</b> 25:21 <b>Hampton</b> 1:1, 2:3 4:3, 4:9, 12:18 15:11, 34:7 <b>hand</b> 34:15 <b>handing</b> 22:21 <b>happy</b> 14:6, 17:7 23:9, 26:14 <b>hard</b> 26:8 <b>Hardin</b> 7:22, 7:23 <b>Hardison</b> 3:18 <b>Harris</b> 5:23, 5:25 6:1, 6:4, 6:8, 22:15 22:15, 22:18, 23:22 <b>hate</b> 25:9 <b>head</b> 20:2, 24:12 <b>heard</b> 20:2, 20:3 <b>Heather</b> 2:25 <b>heating</b> 26:13, 27:3 28:5	<b>imagine</b> 26:15 <b>improvements</b> 13:5 <b>included</b> 11:1 <b>increase</b> 13:20 13:22, 15:5, 15:7 15:8, 16:12, 16:14 17:2, 18:2, 25:3 <b>individual</b> 18:13 <b>information</b> 8:18 18:8, 18:19, 22:14 <b>informational</b> 16:23 <b>instances</b> 30:15 <b>instructor</b> 12:20 15:18 <b>instructors</b> 12:11 12:13, 14:25, 15:17 15:25, 16:8, 16:18 17:14, 17:14, 17:16 19:1, 19:24, 21:3 21:12, 21:25 <b>intent</b> 23:18	<b>Jail</b> 7:25, 12:18 15:12, 28:11 <b>James</b> 2:24, 3:7 4:17, 5:2, 6:25 7:20 <b>January</b> 34:15 <b>John</b> 5:14, 6:3 <b>jurisdiction</b> 12:19 14:24, 21:7 <b>jurisdictions</b> 15:22 16:5, 18:12, 18:13 <b>Justice</b> 1:1, 2:3 34:7
	<b>K</b>			
	<b>Keaton</b> 4:18 <b>keep</b> 14:20, 15:14 16:3, 16:4, 17:3 26:24 <b>keeps</b> 30:21 <b>kin</b> 34:12 <b>kind</b> 13:4, 15:12 17:3, 28:13, 31:10 31:22, 32:6 <b>kinds</b> 32:1 <b>know</b> 2:9, 2:11 11:19, 15:3, 20:7 20:8, 21:1, 21:6 22:11, 22:22, 22:22 22:24, 23:2, 23:3			

23:8, 23:25, 24:4 24:6, 24:8, 24:9 25:8, 26:8, 27:20 28:11, 28:20, 30:2 30:18, 31:6, 32:3 <b>knowing</b> 13:14 20:6 <b>knowledge</b> 25:6 <b>knows</b> 28:14	<b>M</b>	<b>Moffitt</b> 21:5, 21:6 <b>money</b> 13:4, 13:11 13:15, 16:15, 16:21 16:23, 22:12 <b>month</b> 11:22 26:22 <b>Morgan</b> 3:15, 5:15 8:7, 8:8, 10:20 29:12, 29:12, 31:25 32:17, 32:19 <b>motion</b> 8:21, 8:23 9:3, 9:8, 9:12, 29:8 29:10, 29:14, 29:16 29:19, 32:18, 33:3 33:7 <b>move</b> 32:20 <b>multiple</b> 26:16 28:20 <b>Munday</b> 3:22 <b>munition</b> 26:2	<b>Nexon</b> 30:10 <b>nice</b> 24:8 <b>non-members</b> 12:3 <b>Norfolk</b> 5:21 <b>Northampton</b> 5:12 5:13 <b>Notary</b> 34:3, 34:20 <b>note</b> 23:14 <b>November</b> 11:20 <b>number</b> 11:20 21:9 <b>numbers</b> 11:23 14:13, 16:3	<b>P</b>
<b>L</b>	4:9, 4:11, 5:20, 6:6 6:14, 6:21, 6:23 7:3, 7:18 <b>manner</b> 34:13 <b>Marie</b> 1:22, 34:3 34:20 <b>Mark</b> 5:5 <b>Mary</b> 4:10 <b>Mason</b> 2:20, 2:22 <b>Matt</b> 5:9 <b>Matthews</b> 5:6 <b>meet</b> 29:3 <b>meeting</b> 1:2, 2:4 8:19, 18:24, 20:14 24:19, 30:1, 33:16 34:5, 34:10 <b>member</b> 11:17 16:4 <b>mention</b> 4:23 <b>met</b> 10:11, 10:21 30:10 <b>metal</b> 26:18 <b>Michael</b> 2:19, 2:22 <b>Middlesex</b> 5:7 <b>Midlesex</b> 5:8 <b>Mike</b> 7:9, 29:9 <b>million</b> 13:18 27:17, 31:14, 31:16 <b>Mills</b> 3:6 <b>mind</b> 19:3 <b>mindful</b> 20:19 <b>Mindy</b> 5:6 <b>minutes</b> 2:14, 8:18 8:21, 8:24, 9:6 <b>Mitchell</b> 2:25, 3:1 3:5, 20:25, 20:25	<b>N</b>	<b>O</b>	<b>P.D</b> 6:17 <b>packet</b> 8:16, 11:1 11:11, 11:16, 14:4 <b>page</b> 14:10, 25:17 <b>pages</b> 34:9 <b>painting</b> 13:3 <b>part</b> 25:23 <b>particular</b> 19:9 21:2, 21:3 <b>parties</b> 34:12 <b>partner</b> 32:4 <b>partnering</b> 31:6 <b>partnership</b> 30:23 30:24 <b>Patrick</b> 7:3 <b>Patton</b> 6:14, 6:16 <b>Paul</b> 3:17 <b>Pause</b> 8:10, 8:22 9:5, 9:12, 14:6 25:12, 29:15, 29:23 33:4, 33:11 <b>pay</b> 12:12, 12:14 15:1, 15:17, 28:17 28:19, 30:20, 31:1 <b>paying</b> 16:8, 17:15 <b>payment</b> 28:17 <b>Peanut</b> 21:13 21:20 <b>people</b> 12:4, 20:6 20:7, 20:11, 21:21 21:24, 22:23, 23:16 24:5, 26:20 <b>performance</b> 28:7 33:1 <b>period</b> 28:19 <b>personnel</b> 12:9 12:20, 15:2 <b>perspective</b> 18:18 <b>Peter</b> 6:21 <b>Pettis</b> 6:14 <b>Pham</b> 7:13 <b>Phil</b> 3:18 <b>pick</b> 21:10 <b>picture</b> 22:9
<b>language</b> 10:14 <b>Large</b> 34:1, 34:22 <b>larger</b> 30:24 <b>Lawson</b> 1:22, 34:3 34:20 <b>leaves</b> 13:9 <b>length</b> 19:12 <b>level</b> 20:16 <b>life</b> 24:15 <b>line</b> 11:13, 12:23 14:1, 14:7, 15:16 16:2, 16:7, 16:11 <b>Lisa</b> 6:15 <b>little</b> 2:15, 9:18 12:7, 12:7, 14:9 14:13, 14:14, 17:8 17:17, 25:3, 30:17 <b>locale</b> 31:5, 31:8 <b>locality</b> 31:16 <b>long</b> 26:20 <b>long-run</b> 16:21 <b>look</b> 11:14, 12:9 13:19, 14:9, 19:22 22:10, 24:4, 26:3 26:6, 26:9, 27:8 28:12, 31:7, 31:20 <b>looked</b> 28:6, 28:8 <b>looking</b> 19:18 27:23, 30:19 <b>lot</b> 11:6, 14:2 24:24 <b>loudly</b> 2:12 <b>low</b> 14:21 <b>lower</b> 14:22		<b>name</b> 2:9 <b>names</b> 2:8 <b>nasty-gram</b> 23:1 <b>near</b> 31:3 <b>need</b> 17:25, 21:3 23:7, 24:4, 25:2 26:4, 26:6, 26:7 30:5, 30:13, 30:22 31:21 <b>needed</b> 10:13 30:11 <b>needs</b> 14:17, 17:22 28:1, 30:8, 31:13 <b>neglected</b> 4:22 <b>Neil</b> 8:7, 29:12 31:10 <b>never</b> 11:19, 21:18 <b>new</b> 13:3, 28:9 28:16 <b>Newport</b> 5:20 12:17, 15:10, 34:8 <b>News</b> 5:20, 12:17 15:11, 34:8	<b>o'clock</b> 1:11, 33:17 34:6 <b>objections</b> 10:25 <b>October</b> 11:20 <b>office</b> 5:7, 8:3 12:17, 15:11, 23:10 23:15, 24:2 <b>officer</b> 4:3, 13:23 <b>Okay</b> 2:2, 5:24 14:7, 25:12, 25:15 25:18 <b>old</b> 5:25, 22:15 28:15 <b>older</b> 13:13 <b>once</b> 26:24 <b>ongoing</b> 23:24 <b>operating</b> 12:22 <b>opposed</b> 9:11 16:11, 22:4, 25:8 27:8, 29:22, 33:10 <b>option</b> 27:19 <b>options</b> 30:19 31:21 <b>order</b> 2:5 <b>organization</b> 20:10 27:18 <b>outcome</b> 34:13 <b>overall</b> 11:5, 11:11 <b>overlooked</b> 8:10	

<p><b>pictures</b> 26:15 26:17</p> <p><b>place</b> 34:10</p> <p><b>plan</b> 13:6, 14:11 25:14, 25:17, 25:24 27:24, 28:3</p> <p><b>plans</b> 29:3</p> <p><b>play</b> 13:11</p> <p><b>please</b> 2:5, 2:8 2:10, 2:12, 29:16</p> <p><b>pocket</b> 17:3</p> <p><b>point</b> 20:5</p> <p><b>Police</b> 6:9, 7:14</p> <p><b>polled</b> 4:25</p> <p><b>Poquoson</b> 6:6, 8:25</p> <p><b>Port</b> 7:8</p> <p><b>Portsmouth</b> 6:9 6:13, 12:16, 15:10 18:23</p> <p><b>possible</b> 24:23</p> <p><b>possibly</b> 19:4 30:20</p> <p><b>Present</b> 3:24, 4:8 6:12</p> <p><b>presentation</b> 11:4 30:8</p> <p><b>presented</b> 8:24 10:23, 29:10</p> <p><b>President</b> 3:4, 3:17 7:13</p> <p><b>pretty</b> 10:10, 11:24 13:21, 27:17, 30:16</p> <p><b>previous</b> 25:24</p> <p><b>pro</b> 27:19</p> <p><b>pro-rata</b> 15:7 16:13, 17:2</p> <p><b>proactive</b> 23:4</p> <p><b>probably</b> 15:21 20:3, 30:22, 31:12</p> <p><b>proceeding</b> 31:23</p> <p><b>PROCEEDINGS</b> 1:9</p> <p><b>process</b> 10:18</p> <p><b>project</b> 12:24</p> <p><b>projector</b> 11:10</p> <p><b>promise</b> 21:23</p>	<p><b>promotion</b> 33:1</p> <p><b>proposal</b> 29:5</p> <p><b>proposed</b> 29:7</p> <p><b>prospective</b> 32:24</p> <p><b>provide</b> 9:20, 20:7</p> <p><b>provided</b> 10:4 12:16</p> <p><b>providing</b> 20:6</p> <p><b>proxy</b> 2:12, 2:23 3:3, 3:3, 3:14, 3:17 3:20, 3:21, 3:25 4:2, 4:5, 4:12, 4:16 5:17, 6:3, 6:7, 6:16 7:1, 7:3, 7:11</p> <p><b>Pruitt</b> 2:24, 2:25</p> <p><b>public</b> 18:12, 33:2 34:3, 34:21</p> <p><b>public/private</b> 30:23, 32:4</p> <p><b>purchase</b> 26:2</p> <p><b>pursuant</b> 32:21</p> <p><b>push-back</b> 21:22</p> <p><b>put</b> 24:23, 26:21 28:15, 29:25</p> <p><b>putting</b> 13:3, 31:4</p>	<p><b>ratio</b> 20:18</p> <p><b>reaching</b> 28:10 29:2</p> <p><b>ready</b> 8:22</p> <p><b>Realistically</b> 15:2</p> <p><b>really</b> 10:7, 11:6 15:13, 16:15, 16:25 22:1, 22:5, 22:23 23:19, 25:9, 25:18 26:7, 26:15, 26:17 26:18, 32:2</p> <p><b>reason</b> 9:23, 27:10</p> <p><b>reasons</b> 14:20</p> <p><b>receive</b> 14:24</p> <p><b>received</b> 10:4</p> <p><b>receiving</b> 17:23 23:1</p> <p><b>recognize</b> 30:5</p> <p><b>redo</b> 26:7</p> <p><b>redoing</b> 13:2</p> <p><b>Regent</b> 21:1</p> <p><b>regional</b> 7:25 12:18, 14:23, 15:11 28:11</p> <p><b>regularly</b> 10:10</p> <p><b>reimburse</b> 12:18</p> <p><b>reiterate</b> 17:13 20:1</p> <p><b>relate</b> 25:1</p> <p><b>remember</b> 17:23</p> <p><b>remind</b> 15:13 15:15, 16:19, 22:7</p> <p><b>reminder</b> 22:7 23:20</p> <p><b>renovating</b> 25:22</p> <p><b>replacing</b> 26:6</p> <p><b>REPORTED</b> 1:22</p> <p><b>reporter</b> 2:13 33:12, 34:4</p> <p><b>represented</b> 5:16</p> <p><b>request</b> 24:14</p> <p><b>requests</b> 20:20</p> <p><b>resealing</b> 26:25</p> <p><b>reserve</b> 13:17 27:13, 27:16, 27:18</p> <p><b>retired</b> 5:23, 5:24</p>	<p><b>Reveley</b> 7:14</p> <p><b>revenue</b> 11:14</p> <p><b>revenues</b> 12:2, 12:8 13:14</p> <p><b>review</b> 8:20, 9:16 10:10</p> <p><b>reviewed</b> 10:12 10:24</p> <p><b>Rholf</b> 5:20</p> <p><b>Rhonda</b> 5:25</p> <p><b>right</b> 11:3, 13:18 25:17, 26:5, 27:5 27:16, 27:17, 29:6 31:14, 32:20</p> <p><b>Rinehimer</b> 2:2 4:19, 4:21, 8:12 9:3, 9:11, 10:9 19:11, 24:16, 25:11 25:15, 29:6, 29:11 29:14, 29:22, 32:8 32:12, 33:3, 33:10</p> <p><b>Roads</b> 1:1, 2:3 12:18, 15:11, 34:7</p> <p><b>Robert</b> 3:18, 3:20 7:21</p> <p><b>Roberts</b> 4:14, 7:3</p> <p><b>roll</b> 2:6</p> <p><b>roof</b> 26:13, 26:17 26:19, 26:22, 26:25 27:4</p> <p><b>Room</b> 13:2</p> <p><b>Rutter</b> 4:4, 4:4, 4:6</p>	<p><b>Scott</b> 2:5, 5:3, 9:17 11:7, 19:18, 24:21 31:10, 32:8</p> <p><b>screen</b> 11:16</p> <p><b>seal</b> 34:15</p> <p><b>Sean</b> 7:15, 9:1 18:6</p> <p><b>second</b> 9:1, 9:4 29:11, 29:12, 29:15 33:4</p> <p><b>section</b> 32:23</p> <p><b>see</b> 10:12, 20:19 22:9, 22:19, 22:25 24:5, 24:18, 26:4 26:16</p> <p><b>seeing</b> 14:7</p> <p><b>send</b> 12:4, 15:25 16:18, 18:1, 19:14 19:24, 21:11, 21:21 21:23, 22:4, 22:6 23:10, 23:14</p> <p><b>sending</b> 17:22 18:8, 19:1, 19:3 22:23, 24:5</p> <p><b>sends</b> 19:19, 21:6</p> <p><b>sent</b> 23:16</p> <p><b>service</b> 26:23</p> <p><b>session</b> 32:21, 33:5</p> <p><b>set</b> 34:14</p> <p><b>share</b> 16:24, 18:12 18:17, 19:2, 21:10 22:21, 23:6, 25:2</p> <p><b>sheets</b> 19:20, 21:7 23:13</p> <p><b>Sheriff</b> 2:15, 2:18 3:23, 3:24, 4:14 4:17, 4:24, 5:5, 5:7 5:13, 5:14, 7:21 8:3, 8:4</p> <p><b>Sheriff's</b> 5:7, 7:21 8:3, 12:17, 15:11 23:15</p> <p><b>short</b> 25:9, 28:19</p> <p><b>show</b> 22:24, 23:2 24:25, 26:14</p> <p><b>sign</b> 21:8</p>
	<b>Q</b>			
	<p><b>quarterly</b> 23:14</p> <p><b>question</b> 20:22</p> <p><b>questions</b> 11:2 14:5, 17:6, 17:8 18:4, 28:2, 29:4</p> <p><b>quickly</b> 25:19</p> <p><b>quorum</b> 8:11</p>			
	<b>R</b>			
	<p><b>Rainy</b> 13:17</p> <p><b>raising</b> 27:19</p> <p><b>Randy</b> 3:6, 4:18 6:6, 8:24</p> <p><b>range</b> 17:16, 30:2 30:6, 30:14</p> <p><b>rata</b> 27:19</p> <p><b>rates</b> 17:14</p>			
			<b>S</b>	
			<p><b>sat</b> 10:24</p> <p><b>save</b> 16:21</p> <p><b>saved</b> 16:15</p> <p><b>savings</b> 28:17</p> <p><b>saying</b> 9:9, 23:2 23:15, 25:8, 29:20 31:4, 33:8</p> <p><b>scanned</b> 10:11</p> <p><b>scenario</b> 21:4, 32:5</p> <p><b>scenarios</b> 32:2</p> <p><b>schedule</b> 10:2</p>	

<b>sign-up</b> 19:19, 21:7 23:12 <b>signed</b> 9:22 <b>significant</b> 16:12 27:1, 27:2, 27:11 <b>significantly</b> 14:22 26:11 <b>similar</b> 13:21 13:24, 24:22 <b>sir</b> 2:7, 4:1, 4:7 4:13, 4:21, 6:4, 7:2 7:6, 7:7, 9:19 17:11, 18:5, 18:11 20:24, 32:10, 32:19 <b>situated</b> 24:22 <b>situations</b> 28:18 <b>slots</b> 19:21 <b>small</b> 27:18 <b>Smith</b> 7:25, 8:1 28:4, 28:4, 28:14 <b>Smithfield</b> 6:17 6:20 <b>solid</b> 27:17 <b>somebody</b> 17:22 <b>somebody's</b> 24:12 <b>sort</b> 23:1, 30:22 <b>sounds</b> 24:1 <b>source</b> 12:1 <b>speak</b> 2:12 <b>SPEAKER</b> 3:9 <b>specific</b> 11:13, 14:5 24:14, 28:9 <b>specifics</b> 14:15 <b>Spells</b> 4:3 <b>spent</b> 23:17 <b>Sprinkle</b> 5:16, 5:18 <b>staff</b> 12:10, 12:13 12:19, 14:25, 17:13 18:8, 21:25, 33:11 <b>stage</b> 17:20 <b>start</b> 17:21, 18:25 19:5, 19:13, 20:12 26:20, 29:3, 31:7 31:11 <b>State</b> 5:21, 11:18 11:22, 11:25, 34:21	<b>stated</b> 30:13 <b>stay</b> 11:24 <b>step</b> 31:18, 33:12 <b>Stephenson</b> 6:21 <b>Steven</b> 4:12 <b>Stevens</b> 5:3, 5:4 <b>straightly</b> 30:16 <b>struggle</b> 16:17 16:25 <b>struggling</b> 22:5 <b>student</b> 15:8, 16:14 <b>students</b> 19:24 <b>stuff</b> 28:2, 28:12 <b>subjective</b> 14:2 <b>Suffolk</b> 12:17 15:12, 21:11 <b>suggestion</b> 24:17 <b>Summary</b> 11:15 14:10 <b>Superintendent</b> 4:7, 5:9, 7:12, 7:25 23:15, 28:4 <b>suppose</b> 22:2 <b>sure</b> 13:14, 17:19 18:2, 20:1, 20:11 24:7, 24:20, 28:14 32:14 <b>system</b> 28:16	<b>technology</b> 28:15 <b>ten</b> 26:19 <b>thank</b> 2:19, 2:24 4:1, 4:6, 4:13, 5:19 6:5, 6:24, 7:6, 8:12 8:13, 10:15, 11:9 20:21, 25:10, 29:23 <b>thing</b> 9:16, 13:16 14:19, 15:15, 23:20 28:13 <b>things</b> 2:10, 9:14 13:12, 23:13, 27:15 27:25, 28:20, 30:21 31:23 <b>think</b> 10:17, 16:24 17:15, 17:17, 17:25 20:4, 22:9, 22:19 23:19, 23:22, 23:24 24:9, 24:16, 24:17 25:21, 26:4, 30:15 31:8, 31:12, 31:17 32:10 <b>third</b> 17:24 <b>Thomas</b> 6:25 <b>thought</b> 28:25 30:16 <b>Thrower</b> 6:22, 6:22 <b>thrown</b> 19:7 <b>Tibbets</b> 7:11 <b>Tidewater</b> 7:24 <b>Tim</b> 5:9, 17:12 <b>time</b> 8:20, 11:4 15:23, 21:2, 21:12 21:13, 26:5, 26:11 27:7, 28:19, 34:10 <b>times</b> 16:17, 20:4 <b>today</b> 8:14, 8:17 9:16, 19:17 <b>Todd</b> 2:15, 2:17 2:21 <b>Tony</b> 7:12 <b>Tonya</b> 6:10, 18:22 <b>topic</b> 16:24, 29:25 <b>topics</b> 15:20 <b>total</b> 12:8, 12:20 13:7, 13:8, 13:20	14:12 <b>training</b> 1:1, 2:4 10:3, 12:4, 16:17 22:8, 22:21, 23:7 24:7, 34:7 <b>transcript</b> 1:9, 34:9 <b>Tribble's</b> 3:14, 3:17 <b>Trivette</b> 7:18, 7:19 <b>Troy</b> 5:21 <b>true</b> 34:9 <b>try</b> 2:14, 18:11 22:1, 32:14 <b>trying</b> 19:14, 23:21 30:3 <b>tuition</b> 12:2 <b>Tunnel</b> 12:3 <b>turn</b> 11:7 <b>twice</b> 26:24 <b>two</b> 21:21, 21:23 22:4, 22:23, 30:15 <b>type</b> 23:20, 32:4	<b>Vice-Chair</b> 4:19 <b>Virginia</b> 7:8, 32:22 34:1, 34:8, 34:21 <b>vote</b> 27:15, 32:16	
	<b>T</b>			<b>U</b>	
	<b>table</b> 9:24 <b>tactical</b> 16:1, 16:9 16:19, 19:20 <b>take</b> 2:5, 8:20, 9:25 10:3, 10:6, 24:4 26:2, 27:16, 30:25 31:19 <b>talk</b> 9:18, 12:14 14:14, 14:19, 19:16 30:11, 32:13 <b>talked</b> 17:9, 19:12 <b>talking</b> 17:15 <b>Taylor</b> 7:14 <b>teach</b> 12:12, 15:20 20:18			<b>understand</b> 17:4 17:25, 21:14 <b>underwriting</b> 32:3 <b>units</b> 26:14, 27:4 28:9 <b>University</b> 4:3 5:21, 5:25, 21:1 <b>upcoming</b> 29:4 <b>update</b> 31:22 <b>upfront</b> 23:3 28:22 <b>upset</b> 22:13 <b>use</b> 11:23, 12:5 13:16, 19:16, 26:8 <b>usually</b> 28:21 <b>utilities</b> 28:6	
				<b>V</b>	
			<b>vehicle</b> 26:6, 26:10 26:13 <b>vetted</b> 25:19	<b>WAE</b> 12:11, 15:16 16:2, 16:8 <b>walked</b> 13:1, 25:21 <b>Walker</b> 5:9 <b>want</b> 11:12, 14:3 17:12, 17:19, 19:9 20:14, 20:15, 22:13 24:13, 26:16, 27:20 31:22, 31:24 <b>wanted</b> 18:2, 19:16 19:25, 21:18, 29:24 <b>wants</b> 8:20 <b>warning</b> 17:18 <b>Warren</b> 3:19, 3:20 3:23, 3:24, 4:24 <b>way</b> 22:1, 24:25 31:12 <b>ways</b> 30:20 <b>we've</b> 10:4, 16:5 27:24, 30:3 <b>weapons</b> 26:2 <b>Wednesday</b> 34:6 <b>week</b> 22:3, 22:6 <b>welcome</b> 10:2 <b>Wells-Mason</b> 4:15 4:16 <b>went</b> 30:9 <b>Wessells</b> 2:17, 2:18 2:21, 2:21 <b>West</b> 3:7 <b>Western</b> 7:24 <b>Wheeler</b> 6:6, 8:23 8:25 <b>WHEREOF</b> 34:14 <b>William</b> 7:25 <b>Williamsburg</b> 7:14 7:17, 7:20, 9:2 18:7 <b>wit</b> 34:1	



<p><b>WITNESS</b> 34:14  <b>Woloszynowski</b>  3:8, 3:16, 5:1  <b>Woods</b> 34:3, 34:20  <b>work</b> 24:24, 28:25  30:4, 32:14  <b>working</b> 13:1, 25:7  27:5, 30:3, 30:18  31:2  <b>wrong</b> 2:9</p>	<p><b>109</b> 26:3  <b>12,000</b> 12:6  <b>120,000</b> 12:13, 16:7  16:12  <b>124,426</b> 12:21  <b>14th</b> 1:10, 34:6  <b>15</b> 15:21  <b>157,000</b> 16:10  16:13  <b>16-17-18</b> 26:8  <b>1st</b> 34:15</p>	<p><b>5</b></p>		
<p><b>Y</b></p>		<p><b>50</b> 12:5  <b>55</b> 16:14, 18:1</p>		
<p><b>y'all</b> 8:15, 14:3  16:15, 16:25, 17:8  18:14, 22:10, 23:16  26:3, 26:14, 27:14  27:20, 27:21, 29:2  <b>Yeah</b> 24:10, 24:16  25:5, 32:12  <b>year</b> 8:19, 9:14  10:13, 11:21, 12:6  12:25, 13:21, 13:24  14:13, 16:9, 25:25  26:1, 26:12, 26:24  27:8, 27:9, 27:13  29:2, 30:1, 30:7  30:9  <b>year's</b> 10:2  <b>years</b> 9:15, 15:21  16:6, 26:8, 26:20  30:3  <b>York</b> 8:5, 29:13  <b>Yorktown</b> 8:2</p>	<p><b>2</b></p> <p><b>2.3</b> 13:18  <b>2.4</b> 27:17  <b>200,000</b> 15:6  <b>2011</b> 10:8  <b>2018</b> 1:10, 34:7  <b>2019</b> 34:15, 34:23  <b>2020</b> 26:1  <b>2023</b> 26:13  <b>21</b> 26:9  <b>22</b> 26:10  <b>25</b> 15:18  <b>25,000</b> 12:19  <b>277,000</b> 16:11  <b>28</b> 34:23</p>	<p><b>6</b></p>		
<p><b>1</b></p>	<p><b>3</b></p> <p><b>30</b> 15:19  <b>334</b> 13:23, 14:21  <b>341,753</b> 12:1  <b>3711.(A)1</b> 32:22  <b>379</b> 13:21</p>	<p><b>604,426</b> 12:11</p>		
<p><b>1,293,797</b> 13:9  <b>1,339,053</b> 12:8  <b>10,000</b> 26:21  <b>10:00</b> 1:11, 34:5  <b>10:45</b> 33:17  <b>100,000</b> 12:14, 15:1  <b>101</b> 13:2, 25:22  <b>102</b> 13:2, 25:22  <b>108</b> 26:3</p>	<p><b>4</b></p> <p><b>4</b> 32:16  <b>417,571</b> 12:23  <b>45,256</b> 13:10  <b>469,371</b> 13:8</p>	<p><b>7</b></p>		
		<p><b>7</b> 15:8  <b>75,000</b> 15:3</p>		
		<p><b>9</b></p>		
		<p><b>985,300</b> 11:17</p>		