

A Special Meeting of the Westmoreland County Board of Supervisors was held Monday, December 19, 2022, in the public meeting room of the George D. English, Sr. Memorial Building, located at 111 Polk Street, Montross, Virginia. Those members present were Darryl E. Fisher, Dorothy Dickerson Tate, W. W. Hynson and Timothy Trivett. Also present, Norm Risavi, County Administrator; Richard Stuart, County Attorney; Debra Whaley, Finance Director; and Donna Cogswell, Executive Assistant.

Inasmuch as the COVID-19 pandemic makes it unsafe to assemble in one location and maintain recommended social distancing limitations, this meeting was also made available to the public via live stream on social media.

**CALL TO ORDER**

Chairman Fisher called the meeting to order at 10:35 a.m.

Chairman Fisher read the summary of why this special meeting was called today. The Westmoreland County School Board requests that the Westmoreland County Board of Supervisors approve the transfer of \$29,155.50 from the School Board Budget (Fund 205, Instruction Category) to the Westmoreland County Sheriff's Office for placement of a third School Resource Officer ("SRO").

**\*\* School Board Resolution – Next Page \*\***

## Budget Resolution

WHEREAS, Westmoreland County Public Schools desires to have a School Resource Officer (SRO) assigned to each of its schools; and

WHEREAS, the Westmoreland County Sheriff's Office has been successful with securing a state grant to fund 100% of the salary and benefits for an SRO at Westmoreland High School for the 2022-2023 school year; and

WHEREAS, Westmoreland County Public Schools has budgeted sufficient funds to cover 100% of the salary and benefits for an SRO at Montross Middle School for the 2022-2023 school year; and

WHEREAS, the Westmoreland County Sheriff's Office has been successful with securing a federal COPS grant to fund 75% of the salary and benefits (plus social security and Medicare) of a third SRO; and

WHEREAS, the COPS grant funds will cover \$52,748.50 for the first fiscal year (October 1, 2022 to September 30, 2023) of the total salary and benefits (\$81,904) of a third SRO; and

WHEREAS, Westmoreland County Public Schools has been asked to fund the remaining 25% of the salary and benefits for the third SRO for the first fiscal year (October 1, 2022 to September 30, 2023); and

WHEREAS, the remaining 25% of the salary and benefits for the third SRO totals \$29,155.50 for twelve months;

NOW, THEREFORE, BE IT RESOLVED that the Westmoreland County School Board, does hereby request that the Westmoreland County Board of Supervisors approve the transfer of \$29,155.50 from the School Board Budget (fund 205) Instruction Category to the Westmoreland County Sheriff's Office for the purpose of funding the placement of a third SRO in the school division.

ADOPTED this 14<sup>th</sup> day of December, 2022.

WESTMORELAND COUNTY SCHOOL BOARD:

ATTEST:

  
\_\_\_\_\_  
J. Ralph Fallin, Chair

  
\_\_\_\_\_  
Deputy Clerk of the Board

  
\_\_\_\_\_  
Michael D. Perry, Ed.D., Superintendent

Norm Risavi, County Administrator, began the meeting by reviewing the background of this request, specifically the grants regarding to the School Resource Officer ("SRO") positions, so that everyone knows where we are with these matters. He stated there appears to be a great deal of confusion surrounding these positions and he began explaining the timeline -

- Last year during the budget planning process for FY 2022-2023, Mr. Risavi received a budget memo from the Sheriff, C.O. Balderson (attached below). At the time the memo was provided, it was not known if the SRO Position would be funded by DCJS and the Sheriff was very concerned about the employee's position because if it was not funded what would happen to her position. Mr. Risavi stated there were additional conversations regarding this position with the Sheriff and with Dr. Perry. At that time, Dr. Perry agreed to pay for one SRO position at the high school, if the grant was not awarded. Mr. Risavi stated the Sheriff then stated the application grants had opened but they had not started processing them and therefore asked how to proceed. Mr. Risavi called the Sheriff (as noted in Mr. Risavi's notes below) and then met with Dr. Perry and Major Hawkins to discuss this the grant application and ultimately Mr. Risavi authorized Major Hawkins to apply for this grant, which was done.
- Mr. Risavi was notified on June 21<sup>st</sup> (attachment below) that the grant application would not be funded by DCJS. Mr. Risavi called the contact person for the grant, DeAndrea Williams, and asked why the grant was denied and he was told that the application was missing information that was required. Mr. Risavi then asked Ms. Williams if we could correct and resubmit the grant application and she said yes. We then resubmitted the corrected application and we were notified in August 2022 that the DCJS grant was awarded (attached below). Mr. Risavi stated it is his understanding that this grant cover's Amy's position. This grant is good for one year (7/1/2022 – 6/30/2023), therefore, Mr. Risavi noted we would have to reapply again for this grant annually. Currently, the application process for this grant has not opened but as soon as it does the Sheriff's office will reapply.

With that said, it is understood that we have one SRO position that is funded 100% under the DCJS grant that will expire on June 30, 2023, at the end of this fiscal year, if it is not renewed.

- Mr. Risavi then stated that former employee, Major Hawkins, without the knowledge of the County Administrator or Finance Director, submitted an application for a COPS grant, for an additional SRO position and that was submitted May 9, 2022.

These type of applications should always come to the County Administrator for joint sign off and that did not happen. Mr. Risavi received a notice in October 2022 regarding this grant and forwarded it to the Finance Director, Debra Whaley, to confirm what it was. Ms. Whaley reached out to the Sheriff's office and discovered it was a grant for an additional SRO position. Ms. Whaley has gathered more information regarding this grant. This is a four (4) year grant and it will fund 75% of the SRO salary, FICA and medicare costs for a three (3) year period but the fourth (4) year the County must fully fund the position.

Mr. Risavi spoke with Lt. Col. Hoover and expressed his displeasure with the fact that this grant was applied for and obtained without the Board of Supervisors knowledge or approval; as stated in the Appropriation Memorandum, #16 –

*"No department under the jurisdiction of the Board may increase the number of employees or change the approved salary of its employees without prior authorization of the Board of Supervisors."*

Therefore, this was an action that would require the Board of Supervisor's approval.

- Additionally, as the County Administrator now understands, there was another meeting where the Sheriff's Department asked the School Board to take the money that was originally allocated for the first SRO position at the high school (Amy's) and use that money to hire a third SRO. Mr. Risavi stated the problem is these positions are dependent upon grant funding. If the grants do not come through there will be a significant problem funding these positions because the total salaries will fall back entirely on the County. Mr. Risavi noted the salary for just two of the three positions would total over \$200,000.00 with the 25%.

Mr. Risavi stated that everyone needs to understand that when we give the 5% raises that the legislature authorizes under the uniform pay plan, this will not be covered under the grants, it will be on the locality to pay. Also, the COPS Grant Program covering four (4) deputies will end this fiscal year. Mr. Risavi said that will be over \$300,000.00 that will have to be absorbed in the County budget.

Mr. Risavi stated he would like to remind everyone of some of the larger expenses the County has coming up.

- He noted he has been working with Dr. Perry attempting to fund the omitted project areas of the new high school that were removed from financing to make the entire project budget work. The value engineer projects are for example, lights, stands, concession stand and those types of things which are “heavy lifts”;
- He mentioned there is the project coming up in January that the County will need to advance \$1M with Virginia Department of Wildlife Resources;
- Mr. Risavi stated he has reviewed the Governor’s budget and if passed by the legislature will include, for a third year, an across the board 5% salary increase;
- He also mentioned a \$1.2M cash reserve to secure the ½% loan and \$27,000 grant for the Sanitary District; and
- A commitment to acquire an ambulance and increase in cost to purchase which the Board recently approved.

Mr. Risavi said these are some of the items that make this process very difficult. He stated that it is easy to come up with the expenditures but not so easy to come up with the revenues. Mr. Risavi noted that he analyzed Westmoreland County’s projected revenues and the software the County uses to analyze projected revenues are displaying a significant softening and downward trend, especially those areas that are economically sensitive where people can alter expenditure behaviors. Mr. Risavi noted that he and Chairman Fisher know from experience that the County bond rating is critical and will save the tax payers over \$15M in the life of the loan for the high school and the refinancing will save another \$3M but to maintain that bond rating there are certain requirements in the way we operate and this Board has always operated in a very conservative fashion.

Mr. Risavi emphasized that we need to make sure everyone understands what is proposed now he is not confident is sustainable. The original understanding was the money that was proposed for Amy’s position, during discussions with Dr. Perry, was going to be used to pay the 25% of the grant so there could be two school resource officers. Anything different would be the decision of the Board of Supervisors, not individual departments. Mr. Risavi noted that you can have anything you want as long as you are willing to pay for it. Therefore, it is important to keep all this in mind when making a decision on these SRO positions.

Mr. Risavi mentioned he did meet with Dr. Perry and the School Board Chairman regarding this matter. Budgets have priorities and we have to set our priorities because you can’t do everything.

Chairman Fisher asked to hear from Dr. Perry and the School Board as it relates to this matter.

Dr. Perry stated Mr. Risavi did a better than he could have in setting the stage for where we are with this matter. The school system deals with many grants and he stated he never signs them unless he knows the ins and outs of the short term and long term expectations. This matter came to the school very quickly and Dr. Perry noted he hasn't read the grant. Dr. Perry said that a couple of his Board members received calls and they were worried they would lose a third resource officer which Dr. Perry wasn't aware of.

Dr. Perry stated he shares the goal of his Board members to have an SRO or SSO in each school, last year they thought they would be without SROs so they made provisions to make sure they would have at least one. That has caused their panic because they set aside money if the school had to pay for one; now they find out one was paid for by the grant; and then they find out an application for a federal grant was submitted to pay for another SRO. Dr. Perry stated they work very closely with law enforcement but the school was not aware of some of the decisions and he didn't understand some of the numbers.

Dr. Perry said the Board members told him, they were looking at a short term solution and if they paid 25% then they could have three (3) SROs but that would mean the school would pay for one SRO position and 25% of another SRO position. That's not what they were looking at last year but the Board said if it doesn't take much more money this year then financial it would make sense. Dr. Perry said that he is also concerned long term if the state does not renew Amy's grant; and they pay for Robert's position; they could end up with three (3) positions to cover long term. He said the school is not the police department that is C.O.'s department to cover but short term the school could cover what was discussed and that is how they came to the resolution before the Board today.

Mr. Trivett asked if this would fund three (3) positions.

Dr. Perry stated they had budgeted to replace one SRO position (Amy's) last year and were told that was denied. They applied for that grant again and it was approved which we didn't know. Dr. Perry said now they were asked if they were going to still pay for an SRO position, since funding came through for Amy's position, even though that was not in the original discussion. The School Board upon discussion agreed to pay for one SRO position because it was already budgeted but it is only budgeted for one (1) year, plus the school will pay the additional 25% for the second position.

School Board Chairman Fallin stated when they discussed and prepared the resolution that is before the Board, they were only looking at this fiscal year and they thought it was an opportunity to have three (3) SRO positions for this year, they did not have any discussions beyond this fiscal year. Chairman Fallin also stated that Mr. Risavi provided some information that they were not aware of and it appears there were discussions that Mr. Risavi was not part of which he should have been.

Dr. Perry agreed with Chairman Fallin that they were looking at strictly a short term solution with three (3) possible SROs and again noted this all happened so fast that they did not do a budget analysis and were strictly looking at this year. Chairman Fallin stated they were given a day or two notice to make a decision and part of the acceptance was only on the table if they agreed to pay the \$29,000.00. Dr. Perry again stated that he is concerned with the possibility that the school may have to pick up the cost for multiple SRO positions and that is not the schools priority that should be the Sheriff's Department priority.

Chairman Fisher then announced they would come back to the Board for questions and comments.

Sgt. Chris Smith joined the meeting.

Mr. Risavi then stated that Sgt. Chris Smith and Lt. Col. Hoover met with him to discuss these positions and they had the same concerns as everyone else - If we fund the positions for a year and can't fund it further then we have two (2) positions that we cannot maintain their salaries. Also, Mr. Risavi stated, at no fault of Sgt. Smith or Lt. Col. Hoover, in the past some of these grants had been brought into him at the last minute for signature and Mr. Risavi stated he will no longer be doing that and will expect to have the entire grant in advance so he can review it prior to approval and all parties will be on the same page. Sgt. Smith agreed that everyone is clear on that process now. Mr. Risavi stated it is important that everyone is on the same page. He asked Sgt. Smith if he had anything to add.

Sgt. Smith asked if he could remind the Board that one thing we do need to keep in mind is supplanting. Money can't be used from the Federal Government under these grants to replace money already budgeted by the school or County. So if money was budgeted by the school we cannot just use Federal money obtained from the grant to replace that money so that the school would be in the positive for what they budgeted. So that supplanting issue played into a lot of this, as well as, to why we would need to keep the money in place and not use that as a savings.

Dr. Perry stated Chris is correct but it is not supplanting on the part of the school and they know this because they checked with their lawyers. Dr. Perry said he could speak for the Board that if they are ever faced with the issue of not having an SRO, the school will always fund at least one if we are faced with not having any. Chairman Fallin followed with stating there was a lot of miscommunication over a two day period.

Mr. Risavi stated he spoke with Sgt. Smith at length and then spoke with the Sheriff regarding supplanting and Mr. Risavi knows the school system had a legal opinion prepared regarding supplanting. He stated this is a transfer from the school system to the general fund based on an actual expense, it's not just given to the Sheriff's Department, this has been explained to the Sheriff, Lt. Col. Hoover and Sgt. Smith. Mr. Risavi said for example, if the Sheriff's office moves the Pitts SRO position over to the middle school and they did not refill his current position that would be supplanting. They requested, which Sgt. Smith provided me, a document showing that this position was posted, properly vetted and advertised internally; if it couldn't be filled internally then it would be advertised externally.

Mr. Risavi said the question is do we want to get in a situation if there is no guarantee – Mr. Risavi called Sgt. Smith back and asked if we have heard if the application was open – Chris stated no we haven't but he also clarified they were referring to the DCJS State Grant, and they are hoping to hear after the first of the year. Mr. Risavi asked Sgt. Smith about other grants that he mentioned in an earlier meeting. Sgt. Smith noted that this was not his preferred grant that there were others that were better. Mr. Risavi asked if he has heard anything regarding any of these other grants. Sgt. Smith stated he has not heard anything yet but it is always better to apply and receive a grant that will fund 100% rather than 75%.

Chairman Fisher returned to the Board for discussion and possible action.

Chairman Fisher stated he is not an iffy person and with grants that may or may not get filled he looks at those as a bonus. For planning purposes, the Board has always tried to stay conservative from the standpoint of assurance of revenues we have and expenditures we don't have but at the same time look at the individual positions and people filling those positions. The Sheriff's Department needs to be of the same mind as the Board. I don't like playing with someone's employment with a grant and not giving them the assurance they will have a job. If I am following this correctly, at least one of these positions could disappear and one of these others we may have to commit to long term.



Woody Hynson wanted to ask a few questions beginning with his concern about next fiscal year. His question is how bad can it get without the grants. Either Dr. Perry or the County has to find it in the budget for at least one position. Mr. Risavi stated the worst case scenario would be the current position that is 100% funded would not be funded; then the school system would be responsible for covering 100% of two SRO positions and 25% of the grant funded SRO position which totals well over \$200,000.00. Dr. Perry noted this is not the school systems responsibility to fund these positions it is the Sheriff's Departments. Mr. Hynson and Mr. Risavi both stated they understood that but they are just looking at the dollars and scenarios right now. Chairman Fisher stated that everyone needs to collectively agree to be on the same page and have the same priorities. It's not us or them.

Dr. Perry stated that not all the Board feels the way he does but he again stated that the school will always fund one SRO position but he feels the question misses the point. Dr. Perry stated it is not the schools responsibility to fund the SRO positions but it is the County's responsibility to fund these positions. He noted security for the schools is a shared responsibility and the school just spent over \$3M doing everything retro in the building including security cameras but again he stated the question really is what the County and law enforcement should be looking at. Dr. Perry said they do their part as far as doing everything recommended and they would like to have SROs in every building and that should be the desire of the County and law enforcement. This conversation shouldn't be shifted to the school system it should be the County and law enforcement.

Woody Hynson stated that we all are liable for costs and he is worried because we can't start something and then not be able to afford it later. Mr. Hynson noted he has got to feel a commitment here from everyone, School, Sheriff's Department and Board of Supervisors. We owe it to the tax payers because we have stretched as far as we can stretch building the judicial center and the high school but he cannot keep spending money and raising taxes. Mr. Hynson said he knows the school needs an SRO, the more the better, but he stated we all have a responsibility of planning where the money will come from next year. It has nothing to do with what department is responsible, it has to do with money. Mr. Hynson said he is a little negative at walking out on the end of the limb if we don't know where the money will come from in the second or third year.

Mr. Risavi noted that Dr. Perry and Cathy are familiar with the school formula the County has to deal with and we are unlike every other county in the Commonwealth, other than King William County. Westmoreland County agreed back in 2000 with the Town of Colonial Beach on the new legislation that then Senator Chichester sponsored and got approved. Mr. Risavi stated that this

formula reduces the County's flexibility that it would normally have if we didn't have a separate school division. The County has tried to maintain that so there is not a fluctuation for our County and Town school systems and maintain some predictability. With the Governor's new budget and what the legislatures are trying to do with education and across the board, this will be "heavy lifts" to get these salaries up and competitive. It is not a question if it is a good thing, there are a lot of good things presented in our budget but unfortunately the Board has to decide what the priorities are. Mr. Risavi said he asked the School Board Chairman when they were meeting the other day - is finishing the football fields still a priority or is the SRO positions taking the place of football field. Mr. Risavi noted that he knows some people believe there is an endless pot of money to pay for things but that is not the case and we did not get our bond rating by behaving in a manner that would not be prudent.

Ms. Tate stated she is fine with the short term solution but she agrees with Mr. Hyson in that she does not want to raise taxes. We made a budget decision and she does not want to go back on that decision. Ms. Tate said she heard Dr. Perry say that the school would cover one position, so she would ask if the Sheriff's Department would be willing to cover the other position if the grants don't come through.

Chairman Fisher stated in the short term it seems like an easy decision because it is not a lot of money and we could make that decision today but if we do, who is going to be the barer of bad news down the road. If we don't go into this with the understanding of a gentleman's agreement, in fact, the County will have to pick up these salaries. We don't have that luxury to say yes today and in the next cycle break the bad news to someone that we won't fund a position.

Chairman Fisher stated, in summary, that in his experience when we consider grant positions the Board's assumption is if we are going to move forward if it doesn't happen we already accept the role that we are going to put the money there and if we aren't willing to put the money there we move forward with that understanding. We need to let people know up front regarding these grant positions that either the position will stay with or without the grant or if the grant goes away the position will go away.

Mr. Risavi also noted that Cathy and he compare notes during the budget process and to meet the required local effort is not an easy task with the school formula. First, we are required to fund the debt service which is \$2M before anything else and it is over \$11M. Next year, it will cost more to meet the Governor's proposed budget and Mr. Risavi suspects with the present condition with the revenues that they will try to meet those objectives that he approved in the biennial budget which means we have to come up with more money to meet the fundamental

requirements of the school system. Mr. Risavi said that it is not easy to come back in the middle of the year and say we need, whatever, because our budgets are set. We have had a number of other institutions that have come back to us and asked for funding but that is why you have a budget so you can plan it out so that things work properly and when you deviate from that you get in trouble.

Chairman Fallin asked regarding the federal grant has it been accepted. Mr. Risavi said as soon as the board says they are agreeable to accept it he will sign off. Chairman Fallin stated so the grant has not been accepted. The Finance Director, Debra Whaley, stated it is in limbo. Mr. Risavi said he cannot accept something in advance of the Board approving.

Mr. Risavi stated that in a meeting with Lt. Col. Hoover he asked if the money originally budgeted for Amy's SRO position, could carry forward to match this grant (2 ½ years). Mr. Risavi stated that is something that could be done once it is approved by the Board of Supervisors. So that position would be known for three (3) years. Amy's position is contingent on us applying for the grant which is funded for one year. Dr. Perry asked Mr. Risavi to repeat what he just said regarding the budgeted money for Amy's position.

Mr. Risavi stated that with regards to the \$89,000.00 (whatever the amount is) that shows the transfer, the question that Lt. Col. Hoover asked if the transfer balance could be carried forward to cover the future years of the grant. We have to assure that when or if they approve this position that we can fund that and it would cover and require no more money on part of the school system other than what is there right now.

Dr. Perry said as of right now our Board has appropriated that for one year salary and that is why we were asking for the additional position.

Mr. Risavi said he is talking about what the original understanding was. If the Board approves it you would not have to come up with additional money unless Amy's position is not funded and then we are back to the drawing board.

The Debra Whaley stated this leaves out Pitt's position, stating the \$89,000.00 is currently going to be used to fund the second SRO position. Mr. Risavi noted that the Board has not approved that. Mr. Risavi stated the original plan was that the Pitts position would move over to the middle school as SRO and the funds that were originally there to cover the other grant in the event it didn't come through, would be used .... Is that correct Dr. Perry .... Dr. Perry thinks that is correct... Mr. Risavi clarified that it's the money that is in the budget to transfer from the school

fund to the County's general fund, it was \$89,000.00. That money was originally set aside if the grant did not come through but the grant did come through so that money was not needed. Once the federal grant was discovered Dr. Perry said they would use the \$89,000.00 to cover the new grant funds. Dr. Perry thought the funds would go to the Pitts position for this year but Mr. Risavi said that was a subsequent agreement which no one was aware of. The Board has not approved a third position.

Mr. Risavi then stated first of all are we going to approve the grant and put Pitts in that position and cover 25%; and that's what we had originally discussed. That is the most reasonable approach because you are guaranteed to have those funds for two (2) years. Otherwise, it is not sustainable.

Chairman Fisher asked to summarize and stated the monkey wrench is the federal grant and how you can use it because you can't use it to supplement a position that we have, you actually have to have a position for that grant. In trying to do that you will end up committing to a third position with no guaranteed funds. Mr. Risavi said we don't need a third position that was a side note that no one knew about. Chairman said the third position is not what we have to do but was part of a wish list. So the issue before us is we have the two positions and by chance if a grant doesn't come through we will have to come back and collectively consider picking up the salary on the number two slot because we will have the first position covered for two years. Mr. Risavi said yes.

Mr. Trivett stated he was confused about the third position. Chairman said the Board agrees to kill the third position because there is currently too much unknown with the two positions.

Mr. Risavi asked the School, during their special meeting the extra money they noted in the resolution in the amount of \$29,155.50, do they want it to go also toward the position or just the money already allocated.

Dr. Perry stated he thought the money already allocated was going to the Pitts position. Mr. Risavi stated the Board will not approve a third position. Pitts would now fill the position for the federal grant and he is at the middle school (this was confirmed by Dr. Perry and Cathy). Mr. Risavi summarized that Pitts would go to the middle school and the federal grant would pay 75% of that position and the County already has the money allocated by the school for the position that would pay the 25% and then we can use the balance to cover next year's salary at no additional money out of the schools budget and partially into the third year. Dr. Perry stated they are in agreement with that but sounds like something is going away. Dr. Perry confirmed

they are in agreement with that. Mr. Risavi stated the third SRO position is going away.

Lt. Col. Hoover entered the meeting and Mr. Risavi reviewed with was discussed already and asked if he had anything to add. Lt. Col. Hoover stated that the only concern they had was that the school had already funded the SRO position ... Mr. Risavi stopped him and stated that was not what the agreement was. Dr. Perry, Mr. Risavi and a former Sheriff's office employee met and agreed that if the position was not funded by the grant then the money the school set aside would cover the 25%. Lt. Col. Hoover stated that his understanding from Maj. Hawkins was that they were applying for a federal grant to obtain another position. Mr. Risavi stated he wished he would of known that but the problem is we don't want to get into a position where we have to terminate someone because we didn't get funding. Lt. Col. Hoover stated they don't want to have to lay someone off but he also mentioned he doesn't want to go to Federal Court either for supplanting and it would be the Sheriff's office, not the school that could get charged. Mr. Risavi stated it would only be supplanting if they took Pitts and moved him to the position and did not replace him, which he understands from Sgt. Smith the job has already been posted. Lt. Col. Hoover said if they think it is not supplanting then he will go with it but it is a concern on their part.

Mr. Risavi stated that under Virginia law, the budget is for fiscal and planning purposes only and is not a commitment. At the time the Board adopted the appropriation resolution that was before we received notice that the state grant was originally denied then we reapplied and fixed problem and it was approved in August. That doesn't mean the other money will automatically be used to hire another person.

Dorothy asked if Amy's and Pitts' positions are covered. Lt. Col. Hoover stated that Amy's grant is a state grant and must be reapplied yearly and there is no guarantee we will have that grant next year. Dorothy said the school stated that they are willing to cover one SRO, if it falls through.

Chairman Fisher came back to the board for action.

Mr. Risavi asked Dr. Perry if the School has decided if they want to include the \$29,155.50 along with the existing money already set aside to go toward the grant funded SRO positions. Dr. Perry responded yes the school would transfer the \$29,155.50 because this will also take care of the Pitts position for the next 2½ years and they will revisit at that time.

With no further discussion, upon motion made by Woody Hynson, second by Dorothy Dickerson Tate and carried unanimously with Woody Hynson, Dorothy Dickerson Tate, Timothy Trivett and

Chairman Fisher voting "aye". The Board approved the Federal grant to fund one SRO position and to use the existing funds of approximately \$89,000.00 which was previously set aside by the School, as well as, an additional amount of \$29,155.50 to be transferred from the School to the Sheriff's Office to cover this SRO position over 2 ½ years.

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion by Timothy Trivett and second by Dorothy Dickerson Tate and carried unanimously, the Board adjourned the meeting at approximately 11:57 a.m. The Board's next regular meeting will be held on Monday, January 9, 2023 at 6:00 p.m. The meeting will be held in the public meeting room at the front entrance of the George D. English, Sr. Memorial Building.

Chairman, 

Norm,

I have completed and submitted the 2002-2023 sheriff's office budget requests. As in years past, I have tried to be as conservative as I can. The requests are based on my calculations from past expenditures as well as looking at price increases across the board. I have included documentation in areas where certain line items have increased except for the line items in relation to salaries. I calculated the past expenditures to include the possible 5% raise. At the same time, I have decreased some line item requests as best as possible.

In this budget request, I'm not requesting additional sheriff's office personnel. However, in conversations with Dr. Perry, he has indicated he would fund one School Resource Officer for Montross Middle School. Funding would cover the salary and fringe benefits not covered under the SRO Grant through DCJS which is dependent on us being awarded the grant. Applications for the grant have opened, but we have not started the process. Please advise on how to proceed.

If there are any questions, please don't hesitate to contact me.

C.O.

*3 items to DeAnna Williams  
1 grant request  
to submit + send to  
for approval + funding  
take care of it*

*Called CS. explained school  
funds could only be available  
if grant doesn't cover 100% of cost.  
So they can be kept on.*

*DeAnna explained grant app will  
be submitted*



# COMMONWEALTH of VIRGINIA

*Department of Criminal Justice Services*

The Honorable Jackson H. Miller  
Director

Tracy Louise Winn Banks, Esq.  
Chief Deputy Director

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

June 21, 2022

Norm Risavi  
County Administrator  
111 Polk Street  
Montross, Virginia 22520

**RE: Westmoreland - County Government - School Resource Officer**

Dear Norm Risavi:

After a thorough review of all grant applications submitted, the Grants Committee recommended that this application (ID # 472472) not be funded. The Criminal Justice Services Board (CJSB) met on June 16, 2022 and agreed with their recommendation.

We appreciate your interest in this grant program and hope you will consider applying for funding in the future. In the meantime, if we can be of any assistance, please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "DeAndrea E. Williams".

DeAndrea E. Williams  
Acting Grants Manager

cc: Chris Hawkins, Major  
Deborah Whaley, Finance Director



**STATEMENT OF GRANT AWARD (SOGA)**

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

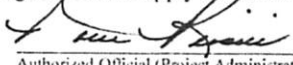
<b>FY23-SRO-SRO Grant Program and Fund</b>
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Subgrantee: Westmoreland DCJS Grant Number: 23-251-A Grant Start Date: 7/1/2022 Grant End Date: 6/30/2023  Indirect Cost Rate: _____%      *If applicable
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Federal Funds: State General Funds: State Special Funds: <b>\$89,036</b> Local Match:                                 _____  Total Budget: <b>\$89,036</b>
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Project Director	Project Administrator	Finance Officer
Christopher Hawkins Major 175 Polk Street Montross, Virginia 22520 804-493-8066 chawkins@westcoso.us	Norm Risavi County Administrator 111 Polk Street Montross, Virginia 22520 804-493-0130 nrisavi@westmoreland-county.org	Deborah Whaley Finance Director 111 Polk Street Montross, Virginia 22520 804-493-0136 dwhaley@westmoreland-county.org

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

Signature:   
 Authorized Official (Project Administrator)

Title: County Administrator

Date: 8-22-22

**Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I –

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
  
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
  
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Signed

SignerID  
chawidns@westcoso.us  
Signing Date / Time  
5/9/22 3:20 PM

