



Criminal Justice Services Board (CJSB) Executive Committee

January 16, 2025, at 10:00 a.m.

*The meeting took place at DCJS, 1100 Bank Street, Richmond, Virginia
in the 12th floor Conference Room*

Members Present

Chief Craig Branch, Chair
Sheriff C. O. Balderson
Mr. Tim Coyne, Proxy for Ms. Maria Jankowski
Chief Maggie DeBoard
LTC Kirk Marlowe, Proxy for COL Gary Settle
The Hon. Bryan Porter, Vice-Chair

Members Absent

Mr. Jagdish Katyal, Jr.
Chief Ryan Zuidema

I. Call to Order

Chairman Craig Branch called the meeting of the Executive Committee of the Criminal Justice Services Board (CJSB) to order at 10:15 a.m. A quorum was present.

II. Approval of Minutes

Mr. Bryan Porter made the motion, seconded by Chief Maggie DeBoard, to accept the minutes of the November 21-22, 2024, meetings of the Executive Committee. The motion passed unanimously.

III. Old Business

There was no old business to be discussed.

IV. New Business

Review and Approval of Hate Crimes Grant Program

Mr. Tracy Matthews, Law Enforcement Grants and Program Manager of DCJS, updated the Executive Committee on DCJS' recommendation for reconsideration of the request from Roanoke City for a Hate Crimes grant.

Chief DeBoard made the motion, seconded by Sheriff C. O. Balderson, to approve the request from City of Roanoke for \$150,000. The motion passed unanimously.

Decertification Appeals

It was noted at the beginning of these meetings that the purpose of these meetings is for the Executive Committee to hear law enforcement officer decertification appeals. The Executive Committee is now authorized to hold the appeal sessions in a duly convened closed meeting. Following each appeal, the Committee will reconvene in open meeting to take a vote and announce its decision.

Decertification – Mr. Raymond Anderson, formerly with the Portsmouth Police Department

Closed Session to discuss the decertification

Mr. Porter made a motion, seconded by Mr. Tim Coyne, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)55* for the purpose of discussing the decertification of Mr. Anderson. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Sheriff C. O. Balderson, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only public business was discussed during the closed session.

Closed Session to meet with Legal Counsel

Mr. Porter made a motion, seconded by Chief DeBoard, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)8* for the purpose of discussing the decertification of Mr. Anderson with legal counsel. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by LTC Kirk Marlowe, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Motion

Mr. Porter made the motion, seconded by Sheriff Balderson, that the Executive Committee sustain Mr. Anderson's decertification as a law enforcement officer. The motion passed.

Decertification – Mr. Farhan Shahzad, formerly with the Falls Church Police Department

Mr. Bryan Porter recused himself from this appeal due to his friendship with one of the individuals involved.

Closed Session to discuss the decertification

Sheriff Balderson made a motion, seconded by Mr. Coyne, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)55* for the purpose of discussing the decertification of Mr. Shahzad. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Sheriff Balderson made a motion, seconded by LTC Marlowe, that the Executive Committee re-open the meeting to the public. The

motion passed unanimously. All members of the Executive Committee certified that only public business was discussed during the closed session.

Closed Session to meet with Legal Counsel

Sheriff Balderson made a motion, seconded by LTC Marlowe, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)8* for the purpose of discussing the decertification of Mr. Shahzad with legal counsel. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Sheriff Balderson made a motion, seconded by LTC Marlowe, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Motion

Chief DeBoard made the motion, seconded by LTC Marlowe, that the Executive Committee sustain the decertification of Mr. Shahzad as a law enforcement officer. The motion passed unanimously.

Decertification – Mr. Jeremy Gardner, formerly with the Bedford County Sheriff’s Office

Closed Session to discuss the decertification

Mr. Porter made a motion, seconded by Mr. Coyne, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)55* for the purpose of discussing the decertification of Mr. Gardner. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Mr. Coyne, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only public business was discussed during the closed session.

Closed Session to meet with Legal Counsel

Mr. Porter made a motion, seconded by Mr. Coyne, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)8* for the purpose of discussing the decertification of Mr. Gardner with legal counsel. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Sheriff Balderson, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Motion

Mr. Coyne made the motion, seconded by Chief DeBoard, that the Executive Committee reinstate Mr. Gardner’s certification as a law enforcement officer. The motion passed. *Opposed: Chief Branch and Sheriff Balderson.*

Decertification – Mr. John Fitzgerald, formerly with the Rockbridge County Sheriff's Office

Closed Session to discuss the decertification

Mr. Porter made a motion, seconded by Sheriff Balderson, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)55* for the purpose of discussing the decertification of Mr. Fitzgerald. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Chief DeBoard, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only public business was discussed during the closed session.

Closed Session to meet with Legal Counsel

Mr. Porter made a motion, seconded by Chief DeBoard, that the Executive Committee meet in closed session pursuant to *Virginia Code §2.2-3711(A)8* for the purpose of discussing the decertification of Mr. Fitzgerald with legal counsel. The motion passed unanimously.

Out of Closed Session

Once the Executive Committee had concluded its closed session, Mr. Porter made a motion, seconded by Sheriff Balderson, that the Executive Committee re-open the meeting to the public. The motion passed unanimously. All members of the Executive Committee certified that only matters involving legal advice from counsel were discussed during the closed session.

Motion

Mr. Coyne made the motion, seconded by Mr. Porter, that the Executive Committee reinstate Mr. Fitzgerald's certification as a law enforcement officer. The motion passed. *Opposed: Sheriff Balderson.*

V. Public Comment

There was no public comment.

VI. Adjournment

The meeting was adjourned at 3:17 p.m. The next meeting will take place on January 17, 2025.