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November 17, 2021

The Honorable Ralph S. Northam
Governor of Virginia
Patrick Henry Building
1111 East Broad Street
Richmond, Virginia 23219

The Honorable Janet D. Howell
Chair, Senate Finance and Appropriations Committee
Senate of Virginia
P.O. Box 2608
Reston, Virginia 20195

The Honorable Luke E. Torian
Chair, House Appropriations Committee
Virginia House of Delegates
4222 Fortuna Plaza, suite 659
Dumfries, Virginia 22025

Dear Governor Northam and Chairs Howell and Torian:

Item 391.E of the 2021 Appropriation Act continues the expanded Workgroup established in Item 381 of Chapter 854, 2019 Acts of Assembly and requires the Executive Secretary of the Supreme Court of Virginia to submit the recommendations of the Body Worn Camera Workgroup convened by the Secretary of Public Safety and Homeland Security. The Workgroup is tasked with studying the workload impact, as well as other fiscal and policy impacts, on the Commonwealth's public safety and judicial agencies from the use of body worn cameras.

Please find enclosed the recommendations of the Workgroup. If you have any questions about the recommendations, please contact the Secretary of Public Safety and Homeland Security.

Governor Northam, Chairs Howell and Torian
Page Two
November 17, 2021

With best wishes, I am

Very truly yours,

A handwritten signature in black ink, appearing to read "Karl R. Hade". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Karl R. Hade

KRH:jrp

Enclosure

cc: The Honorable Brian J. Moran, Secretary of Public Safety and Homeland
Security

**Report to the General Assembly:
Workgroup Study of the
Workload Impact of Body Worn Cameras on the
Public Safety and Judicial Agencies**

Secretary of Public Safety and Homeland Security

2021

Report of the Body Worn Camera Workgroup

This report of the Body Worn Camera Workgroup (Workgroup) was prepared in accordance with Item 391.E of the 2021 Appropriation Act (2021 Spec. Sess. I Acts Ch. 552), which provides as follows:

- E.1. The Secretary of Public Safety and Homeland Security shall continue the expanded work group established in Item 381 of Chapter 854, 2019 Acts of Assembly. The expanded work group shall examine the workload impact, as well as other fiscal and policy impacts, on the Commonwealth's public safety and judicial agencies as a whole. The Executive Secretary of the Supreme Court shall submit the recommendations of the working group to the Chairs of the House Appropriations and Senate Finance and Appropriations Committees by November 15, 2021. All state agencies and local subdivisions shall provide assistance as requested by the working group.
2. The expanded workgroup shall include representatives of the Supreme Court, the State Compensation Board, staff of the House Appropriations and Senate Finance and Appropriations Committees, Department of Criminal Justice Services, Commonwealth's Attorneys, local governments, and other stakeholders deemed appropriate by the Secretary.
3. Prior to the preparation of the November 15, 2021 report, each Commonwealth's Attorney's office in a locality that employs body worn cameras, in conjunction with the law enforcement agency using body worn cameras, shall report to the Compensation Board and the workgroup the following information on a quarterly basis, in a format prescribed by the Board:
 - a. The number of hours of body worn camera video footage received from their law enforcement agencies. The number of hours should additionally be broken down into corresponding categories of felonies, misdemeanors and traffic offenses. Any recorded event that results in charges for two or more of the above categories shall be reported in the most serious category;
 - b. The number of hours spent in the course of redacting videos; and
 - c. Any other data determined relevant and necessary by the workgroup for this analysis.

The Workgroup was tasked with studying the workload impact, as well as other fiscal and policy impacts, on the Commonwealth's public safety and judicial agencies from the use of body worn cameras. This report represents the continuation of the work began by the State Compensation Board pursuant to Item 73.U of the 2018 Appropriation Act (2018 Spec. Sess. I Acts Ch. 2). For a comprehensive review of the background that led to the initial study of body worn cameras by the State Compensation Board and the subsequent study by the Office of the Secretary of Public

Safety and Homeland Security, see the State Compensation Board's 2018 report, *Workgroup Study of the Impact of Body Worn Cameras on Workload in Commonwealth's Attorneys' Offices*.

Work Group Activities

The membership of the Workgroup is attached as Appendix A and included representatives from the judicial system, law enforcement, local governments, Commonwealth's attorneys, defense attorneys, staff of the House Appropriations Committee and Senate Finance and Appropriations Committee, and other relevant stakeholders.

The Workgroup held its one meeting during 2021 on June 2, 2021. Minutes of this meeting are attached as Appendix B.

At the Workgroup's meeting, the Virginia Compensation Board presented an overview of the workload data it has received from Commonwealth's attorneys' offices in accordance with the Appropriation Act. In addition, the Workgroup received information regarding \$6.4 million for grants to law-enforcement agencies for the purchase, operation, and maintenance of body worn camera systems that was added by the Special Session amendments to the Appropriation Act (2020 Spec. Sess. I Acts Ch. 56). The report on the disbursement of these grants is attached as Appendix C. The Workgroup also heard from local law enforcement on the use of body worn camera at the local level, and from Commonwealth's attorneys on the impact of body worn cameras on their offices' workload.

Recommendations

At its meeting on June 2, 2021, by consensus, the Workgroup did not make any recommendations, but continues to collect data from stakeholders impacted by the use of body worn cameras to determine the fiscal and policy impacts on such stakeholders, including Commonwealth's attorneys' offices, public defenders and other defense attorneys, circuit and district court clerks, state and local law-enforcement agencies, and local governments.

Appendices

Appendix A: Workgroup Members

Appendix B: Minutes: Body Worn Camera Workgroup, June 2, 2021

**Appendix C: Status Report on Progress of the Time Study Conducted by the
National Center for State Courts of the Comprehensive Duties of
Commonwealth's Attorneys & Study Participants (Chapter 552, Item
75 V.)**

Appendix D: Body-Worn Camera Summary Report

Appendix A

Workgroup Members

Janet Areson, Director of Policy Development, Virginia Municipal League
Katie Boyle, Director of Government Affairs, Virginia Association of Counties
The Honorable Donald Caldwell, Attorney for the Commonwealth, City of Roanoke
The Honorable W. Randolph Carter, Jr., Clerk, Suffolk Circuit Court
Jane Chambers, Director, Commonwealth's Attorneys' Services Council
Tom Cunningham, Lieutenant, Virginia State Police
Robyn de Socio, Executive Director, Virginia Compensation Board
Christian Goodwin, County Administrator, Louisa County
C. Matt Harris, Deputy County Administrator, Chesterfield County
The Honorable David Hines, Sheriff, Hanover County
Susan Hooks, Chief Deputy, Office of the Attorney for the Commonwealth, City of Virginia Beach
The Honorable Robert Humphreys, Judge, Court of Appeals of Virginia
Michael Jay, House Appropriation Committee
David Johnson, Executive Director, Virginia Indigent Defense Commission
Matt Johnson, Public Defender, City of Hampton
John Jones, Executive Director, Virginia Sheriffs' Association
Caitlin Kilpatrick, Senate Finance Committee
Charlotte Lee, Virginia Compensation Board
Eileen Longenecker, Office of the Executive Secretary of the Supreme Court of Virginia
James McCauley, Ethics Counsel, Virginia State Bar
Chris McDonald, Virginia Association of Counties
The Honorable Brian Moran, Secretary of Public Safety and Homeland Security
Tricia Muller, Administrator of Judicial Operations, Chesterfield County
Mark Pellett, Virginia Compensation Board
Jaime Reyes, Office of the Executive Secretary of the Supreme Court of Virginia
David Reynolds, House Appropriation Committee
The Honorable Brian Roberts, Sheriff, Brunswick County
Adam Rosatelli, Senate Finance Committee
Barbara Saunders, Assistant Ethics Counsel, Virginia State Bar
Dana Schrad, Executive Director, Virginia Association of Chiefs of Police
Erik Smith, Manager, Policy and Standards, Div. of Law Enforcement, Virginia Department of Criminal Justice Services
The Honorable Colin Stolle, Attorney for the Commonwealth, City of Virginia Beach
The Honorable Shannon Taylor, Attorney for the Commonwealth, Henrico County
The Honorable Richard Vaughan, Sheriff, Grayson County
The Honorable Jacqueline Ward Talevi, Judge, 23rd Judicial District
Jerri Wilson, Intergovernmental Affairs Manager, City of Newport News
Kristi Wright, Office of the Executive Secretary of the Supreme Court of Virginia



Appendix B

Body Worn Camera Workgroup

June 2, 2021

10:00AM

This meeting was held by electronic means, via Cisco Webex meeting software, in response to the Governor's Declaration of a State of Emergency due to Novel Coronavirus (COVID-19)

MINUTES

Members Present

Janet Areson, Director of Policy Development,
Virginia Municipal League
Katie Boyle, Director of Government Affairs,
Virginia Association of Counties
Robyn de Socio, Executive Director, Virginia
Compensation Board
Susan Hooks, Chief Deputy, Office of the
Attorney for the Commonwealth, City of
Virginia Beach
Matt Johnson, Public Defender, City of Hampton
The Honorable Colin Stolle, Attorney for the
Commonwealth, City of Virginia Beach
The Honorable Shannon Taylor, Attorney for the
Commonwealth, Henrico County
Kristi Wright, Officer of the Executive Secretary
of the Supreme Court of Virginia
Erik Smith, Manager, Law Enforcement, Policy
and Standards, Virginia Department of
Criminal Justice Services
The Honorable W. Randolph Carter, Jr., Clerk,
Suffolk Circuit Court
Tricia Muller, Administrator of Judicial
Operations, Chesterfield County
Jane Chambers, Director, Commonwealth's
Attorneys' Services Council
Charlotte Lee, Virginia Compensation Board
James McCauley, Ethics Counsel, Virginia State
Bar
Jaime Reyes, Office of the Executive Secretary of
the Supreme Court of Virginia
David Reynolds, House Appropriation
Committee
Eileen Longenecker, Office of the Executive
Secretary of the Supreme Court of
Virginia
John Jones, Executive Director, Virginia
Sheriffs' Association

The Honorable Brian Moran, Secretary of Public
Safety and Homeland Security

Dana Schrad, Executive Director, Virginia
Association of Chiefs of Police

The Honorable Jacqueline Ward Talevi, Judge,
23rd Judicial District

Jerri Wilson, Intergovernmental Affairs
Manager, City of Newport News

Members Absent

The Honorable Donald Caldwell, Attorney for
the Commonwealth, City of Roanoke

Adam Rosatelli, Senate Finance and
Appropriations Committee

Caitlin Kilpatrick, Senate Finance and
Appropriations Committee

David Johnson, Executive Director, Virginia
Indigent Defense Commission

The Honorable Robert Humphreys, Judge, Court
of Appeals of Virginia

C. Matt Harris, Deputy County Administrator,
Chesterfield County

Tom Cunningham, Lieutenant, Virginia State
Police

Christian Goodwin, County Administrator,
Louisa County

The Honorable David Hines, Sheriff, Hanover
County

Michael Jay, House Appropriation Committee

Chris McDonald, Virginia Association of
Counties

Mark Pellett, Virginia Compensation Board

The Honorable Brian Roberts, Sheriff,
Brunswick County

The Honorable Richard Vaughan, Sheriff,
Grayson County

The Body-Worn Camera Workgroup (Workgroup), established by Item 381(E) of the 2019 Appropriation Act and continued by Item 391(E) of both the 2020 and 2021 Appropriation Act, held a meeting via electronic means on June 2, 2021.

Janet Areson moved to adopt the minutes, John Jones seconded, and the motion was approved.

The Honorable Brian Moran, Secretary of Public Safety and Homeland Security, opened the meeting and welcomed members of the Workgroup. He also provided the Workgroup with a brief overview of the prior meeting presentations and actions taken

Body-Worn Camera Grant Program Update– Tracy Matthews, Law Enforcement Training and Grants Supervisor, Virginia Department of Criminal Justice Services

Secretary Moran introduced Tracy Matthews, Law Enforcement Training and Grants Supervisor for the Virginia Department of Criminal Justice Services (DCJS). Mr. Matthews provided an overview of the \$6.4 million for grants to law-enforcement agencies for the purchase, operation, and maintenance of body worn camera systems that was added by the Special Session amendments to the Appropriation Act (2020 Spec. Sess. I Acts Ch. 56). The initial grant solicitation deadline was in December 2020. It was extended until February 2021 due to the low number of applications. Overall, DCJS awarded \$1,291,522 in state general funds to 44 police departments and 15 sheriffs' offices across the Commonwealth to help fund their body worn camera programs. Thirteen departments used the grants to implement new programs, 18 used it to maintain their current body worn camera programs. and 29 used the grants to expand their programs. Mr. Matthews explained that challenges in awarding grants included the required 50% match for local department to qualify for the grants. In an effort to work through this challenge, DCJS offered in-kind matches, giving localities the option to give something other than funding that would support the use of the body worn camera. Another challenge was the price changes of products after the applications were submitted. Mr. Matthews explained that DCJS was unable to increase the single grant awards and localities had to either buy less equipment or cancel their proposed projects.

Body-Worn Camera Data Collection Update – Robyn de Socio, Executive Director, Virginia Compensation Board

Secretary Moran introduced Robyn de Socio, Executive Director, Virginia Compensation Board. Ms. de Socio provided an update on the data that has been collected by the Virginia Compensation Board since the Workgroup's last meeting.

Ms. de Socio reviewed what was discussed in the last Workgroup meeting and gave an update on actions taken during the General Assembly session. Due to COVID-19, new funding that was designated for new positions in Commonwealth's attorneys' offices was suspended during the 2020 Special Session. In the Governor's proposed budget, he reappropriated partial funding for the previous requested positions. Under the budget approved by the General Assembly, the Compensation Board will be able to hire 19 new Assistant Commonwealth Attorneys and 10 new

administrative and support positions across the Commonwealth starting July 2021. This accounts for 25% of the needed staffing for Commonwealth's attorneys' offices.

Ms. de Socio noted that the Compensation Board has completed three quarters of the data reporting for fiscal year 2021 (FY21). Since last July that data report for body worn camera footage has decreased by 55% to 30% of officers reporting. This represents a total of 50% of the total number of body worn cameras implemented throughout the Commonwealth. She believes this decrease could be caused by the COVID-19 pandemic but is uncertain until workload returns to normal numbers. The Compensation Board does believe that the statistics will improve during the fourth quarter of fiscal year 2021 (FY21). Ms. de Socio also spoke on the lack of constancy between fiscal year 2020 data to current FY21 data. She attributed multiple factors that could be contributing to the inconstancy in data. Those factors include COVID-19, the civil unrest events of June 2020, and local law-enforcement agency sizes and constancy of reporting.

Ms. de Socio briefed the Workgroup on an upcoming study, conducted in partnership with the National Center for State Courts, that will look at staffing needs in Commonwealth's attorneys' offices. The study will identify workload and develop new staffing formulas for Commonwealth's attorneys' offices. Ms. de Socio acknowledged that Commonwealth's attorneys' offices body worn camera workload will be included in the workload analysis of the study. This will provide a solid snapshot of the number of hours spent on viewing body worn camera footage. The study will begin in July of 2021 and run through November 2022, giving them time to conduct analysis of Commonwealth's attorneys' offices workloads, provide updated staffing standards, and design a better formula for body worn camera data collection.

Review of Body Worn Camera Equipment by Newport News Police Department – Craig Meredith, Body Camera Administrator, Newport News Police Department

Secretary Moran introduced Craig Meredith from the Newport News Police Department. Mr. Meredith highlighted the topics of technology advancements, training, and data collection that are currently used in their police department. Mr. Meredith summarized the progression and features of the technology since the beginning of the body camera systems. This included body camera apps, various software, and hardware. Mr. Meredith provided an update on data collected in the first quarter of FY21, reporting an average of 9830 hours of recorded footage from traffic stops, misdemeanor and felony offenses, and miscellaneous crimes throughout Hampton Roads. Mr. Meredith also noted challenges, including the price of training for online course licensing and five-year contracts averaging a cost of \$18,000 to \$70,000 for basic and pro level equipment per department.

Update from Body Worn Camera Workgroup Stakeholders – Colin Stolle, Commonwealth Attorney, City of Virginia Beach, and Shannon Taylor, Commonwealth Attorney, Henrico County

Secretary Moran introduced Colin Stolle, Commonwealth Attorney, City of Virginia Beach, and Shannon Taylor, Commonwealth Attorney, Henrico County. Mr. Stolle spoke on the effects of body cameras on public defenders and prosecutors and provided an update of the successful testing of Axon transcription software. Mr. Stolle commented on the benefits of the equipment as it creates a clear automatic transcription of video, saving an estimated 30% of the viewing time. Mr. Stolle's hope is that this type of body camera technology can turn into a permanent solution to the problem of the amount of time it takes to review body camera footage. Mr. Stolle further

elaborated on costs of the translation software which depends on the size of jurisdiction and its population. Mr. Stolle provided an average cost in Virginia Beach of \$75,000 for the software. Shannon Taylor also provides that human labor costs are said to change how the initial information is shared and processed, making for a smoother translation.

Closing Remarks

After hearing the presentations, Secretary Moran thanked the members of the Workgroup for their participation and stated that he was looking forward to continuing the study. The meeting was then adjourned.

Appendix C



TYRONE NELSON
CHAIRMAN

CRAIG BURNS
STACI HENSHAW
EX-OFFICIO MEMBERS

ROBYN DE SOCIO
EXECUTIVE SECRETARY

COMMONWEALTH OF VIRGINIA

Compensation Board

P.O. Box 710
Richmond, Virginia 23218-0710

November 1, 2021

The Honorable Janet D. Howell
Chair, Senate Finance and Appropriations Committee
Pocahontas Building
900 East Main Street
Richmond, Virginia 23219

The Honorable Luke E. Torian
Chair, House Appropriations Committee
Pocahontas Building
900 East Main Street
Richmond, Virginia 23219

Re: Status Report on Progress of the Time Study Conducted by the National Center for State Courts of the Comprehensive Duties of Commonwealth's Attorneys & Study Participants (Chapter 552, Item 75 V.)

Attached is a status report identifying progress made in contracting with the National Center for State Courts (NCSC) to conduct a time study as to the comprehensive duties and responsibilities of Commonwealth's Attorneys' offices including, but not limited to, "in-court" obligations, the use of diversion programs and specialty dockets, expungement/rights restoration volume as well as other obligations reflected in the Code of Virginia (e.g. duties prescribed under §15.2-1627, et seq).

The attached documents in the status report include an overview of the time study process by the NCSC and a listing of participants that comprise the advisory committee; however, all Commonwealth's Attorneys and assistant Commonwealth's Attorneys will participate in the data collection portion of the time study. Additionally, the Compensation Board will work with the NCSC to conduct a meeting to involve other stakeholders such as legislative staff, the Virginia Association of Counties and the Virginia Municipal League, including presentations of the work underway. This involvement with other stakeholders is anticipated to occur between the two phases of the workload assessment, following the time study data collection and coinciding with the quality adjustment determination.

I will be pleased to provide you any additional information or brief you on this status report as you deem necessary; please feel free to contact me at (804) 225-3439 or robyn.desocio@scb.virginia.gov.

Sincerely,
Tyrone Nelson, Chairman

A handwritten signature in cursive script, appearing to read "Robyn M. de Socio".

Robyn M. de Socio, Executive Secretary

Enclosure

MEMORANDUM

TO: Robyn de Socio, Executive Secretary, Compensation Board, Commonwealth of Virginia
FROM: Cynthia G. Lee, Principal Court Research Associate, National Center for State Courts
DATE: November 1, 2021
RE.: Virginia Assistant Commonwealth's Attorneys staffing standards update

The National Center for State Courts (NCSC) and the Virginia Compensation Board have finalized the language of a contract for NCSC to develop staffing standards for Virginia Assistant Commonwealth's Attorneys (ACAs) in accordance with the provisions of Chapter 552, Item 75, paragraph V, 2021 Special Session I Virginia Acts of Assembly. NCSC will conduct a workload assessment to develop a weighted caseload model that covers all statutory and discretionary responsibilities of ACAs. This weighted caseload model will then be translated into staffing standards for statutory responsibilities, along with separate guidelines for calculating the staffing needs associated with discretionary responsibilities.

An advisory committee has been established consisting of Compensation Board staff, Commonwealth's Attorneys, experienced Assistant Commonwealth's Attorneys, and other relevant stakeholders. The advisory committee will make all policy recommendations to the Compensation Board regarding the content of the final weighted caseload model and recommended staffing standards, informed by the data collected during the time study and quality adjustment process. The advisory committee is scheduled to meet on November 16 to finalize the time study design.

The staffing standards will be based on the workload associated with cases prosecuted, along with non-case-related responsibilities such as serving on committees established by statute. Caseload data to support the staffing standards will be provided by the Virginia Supreme Court Office of the Executive Secretary (OES). Cases will be counted in the same manner used for the judicial weighted caseload formula. Compensation Board staff, NCSC staff, and project advisory committee members met with OES staff on Friday, October 29 to discuss the specifications for caseload data. Types of cases that require more hands-on attorney work, such as those handled through drug courts, veterans' courts, and other specialty court programs, will receive greater weight in the staffing formula. Basing the staffing standards on workload rather than the number of sentencing events removes the influence of the number or rate of convictions from the standards.

The workload assessment will proceed in two phases. In the first phase, all attorneys will participate in a time study to track the amount of time they currently spend on various case types, case-related functions, and non-case-related work such as serving on task forces and committees. The time study will run from February 28 through May 29, 2022. Compensation Board staff and NCSC staff are scheduled to speak to elected Commonwealth's Attorneys about the time study during their executive conference on December 3, 2021; NCSC will also provide a series of training webinars for all time study participants. During the time study, attorneys will record all of their working time using a secure on-line timekeeping system provided by NCSC. NCSC will then calculate the average amount of time attorneys currently spend on cases of each type (preliminary case weights), as well as the amount of time spent on non-case-related and administrative responsibilities. The time study will distinguish between statutory and discretionary responsibilities. The analysis will also focus on the impact of specialty courts (e.g., drug courts), the use of diversion and other programs, and law enforcement's use of body-worn cameras on prosecutorial workload. The advisory committee will meet in early summer of 2022 to review the time study results.

The second phase of the workload assessment will focus on *quality adjustment*. To ensure that the final model incorporates sufficient time for attorneys to effectively fulfill the prosecution function, the quality

adjustment process will employ a statewide survey, focus groups, and a structured review based on the Delphi method to solicit feedback from attorneys across the state. The advisory committee will meet in late summer or early fall of 2022 to review the results of the quality adjustment process, finalize the weighted caseload model, and formulate recommendations as to the staffing standards. The project report will be submitted by October 31, 2022.

2021-2022 Staffing Standards/Time Study Advisory Committee

National Center for State Courts

Cynthia G. Lee, J.D., Principal Court Research Associate

Compensation Board Staff

Robyn de Socio, Executive Secretary

Charlotte Lee, Budget Manager

Virginia Association of Commonwealth's Attorneys

Colin Stolle, Commonwealth's Attorney, City of Virginia Beach (2021 VACA President)
Shannon Taylor, Commonwealth's Attorney, Henrico County (2021 VACA Vice President)
Gerald Arrington, Commonwealth's Attorney, Buchanan County
Buta Biberaj, Commonwealth's Attorney, Loudoun County
Donald Caldwell, Commonwealth's Attorney, City of Roanoke
Stacey Davenport, Commonwealth's Attorney, Chesterfield County
Parisa Dehghani-Tafti, Commonwealth's Attorney, Arlington County/City of Falls Church
Steve Descano, Commonwealth's Attorney, Fairfax County
Roy Evans, Commonwealth's Attorney, Smyth County
C. Phillips "Phil" Ferguson, Commonwealth's Attorney, City of Suffolk
Nate Green, Commonwealth's Attorney, James City County/City of Williamsburg
Benjamin Hahn, Commonwealth's Attorney, York County
Jeff Haislip, Commonwealth's Attorney, Fluvanna County
James Hingeley, Commonwealth's Attorney, Albemarle County
Beverly Leatherbury, Commonwealth's Attorney, Northampton County
Timothy Martin, Commonwealth's Attorney, Augusta County
Tracy Martin, Commonwealth's Attorney, Halifax County
Colette McEachin, Commonwealth's Attorney, City of Richmond
Joseph Platania, Commonwealth's Attorney, City of Charlottesville
Chuck Slemph, Commonwealth's Attorney, Wise County
Gregory Underwood/Ramin Fatehi, Commonwealth's Attorney, City of Norfolk
Patrick White, Commonwealth's Attorney, Bland County

Amanda Howie, Administrator, Virginia Association of Commonwealth's Attorneys

Commonwealth's Attorneys' Services Council

Jane Sherman Chambers, Director

Appendix D



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion
Director

Megan Peterson
Chief Deputy Director

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

September 27, 2021

The Honorable Janet D. Howell
Chair, Senate Finance and Appropriations Committee
Pocahontas Building
900 East Main Street
Richmond, Virginia 23219

The Honorable Luke E. Torian
Chair, House Appropriations Committee
Pocahontas Building
900 East Main Street
Richmond, Virginia 23219

Mr. Daniel Timberlake, Director
Department of Planning and Budget
1100 East Main Street
Richmond, Virginia 23219

Re: Body-Worn Camera Summary Report

Attached are the summary reports on the Body-Worn Camera Grants issued by the Department of Criminal Justice Services (DCJS) for one-time grants to law-enforcement agencies for the purpose of purchasing, operating, and maintaining body-worn camera systems.

The FY2021 report was required under the 2020 Appropriations Act – (Special Session), Item S.2. The report summarizes the Body-Worn Camera Grants, award amounts, a description and amount of purchased or to-be-purchased equipment, and the status of the project at the end of the quarter ending June 30, 2021.

DCJS released two funding opportunities soliciting grant applications from law-enforcement agencies to fund body-worn camera programs. Sixty-one applications were submitted in response to the solicitations, with all but one applying locality being awarded funding. The locality that was not funded was unable to provide the matching funds required by the Appropriations Act. Additionally, of the 60 awards made by DCJS, one was later declined by the local law-enforcement agency due to a change in its contract with its chosen vendor.

There are currently 59 awards to 43 police departments and 15 sheriff's offices across the Commonwealth. This includes 12 cities, 18 counties, 24 towns, three institutions of higher learning, and two airport authorities. The total amount in state grant funds awarded during the grant period is \$1,271,732, with localities providing a 50% cash or in-kind match of \$1,271,732. The grant period for the awards spans twelve months, beginning on April 1, 2021 and ending on March 31, 2022.

Challenges

Of the initial \$6,404,200 in state funds appropriated, \$5,132,468 remains in the fund (i.e., unallocated to local law-enforcement agencies). Although many localities expressed a desire to take advantage of the funding, the 50% match requirement presented a substantial hurdle for many agencies with already strained budgets due to the fiscal impact of the novel coronavirus. To assist in the effort, DCJS allowed law-enforcement agencies to provide an in-kind match in lieu of cash, as it does for many other state and federal grant programs. However, very few localities were able to take advantage of the in-kind match.

DCJS staff identified other post-award challenges as well. Due to the demand for body-worn camera systems throughout the nation, many localities have found it difficult to procure the items identified in their initial grant application. Further, changes in the availability of selected camera systems or significant price changes have caused many localities to change the scope of their projects. As stated above, one locality decided to decline the award altogether as a result of the price and contract changes.

Should you have any questions or concerns, please feel free to contact Mr. Tracy L. Matthews, Law Enforcement Grants and Training Supervisor, at tracy.matthews@dcjs.virginia.gov or by phone at (804) 371-0635.

Sincerely,



Shannon Dion

Body Worn Camera Summary Report September 2021

Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Albemarle	Police Department	County	Body-Worn Camera Grant	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	New	Cameras, wifi docks, transfer station, evidence library, vehicle installation	Yes	No	Equipment ordered - delivery pending
Altavista	Police Department	Town	Police Body Worn Camera Program	\$ 18,480.00	\$ 18,480.00	\$ 36,960.00	Maintenance	Cameras, storage, licenses	Yes	Yes	Funds support existing contract
Ashland	Police Department	Town	Continue Officer Worn Camera Program	\$ 6,990.00	\$ 6,990.00	\$ 13,980.00	Maintenance	Storage, equipment, service	Yes	No	Equipment order pending
Bedford	Sheriff's Office	County	Body Worn Cameras	\$ 5,134.00	\$ 5,134.00	\$ 10,268.00	Expansion	Cameras	Yes	Yes	Body-worn cameras: 15
Blackstone	Police Department	Town	Blackstone Police Department Body-Worn Camera Improvement Grant	\$ 12,065.00	\$ 12,065.00	\$ 24,130.00	Maintenance	Cameras, charging stations, transfer station, software and licensing, professional services	Yes	No	Equipment order pending
Bridgewater	Police Department	Town	Body-Worn Camera Grant	\$ 19,750.00	\$ 19,750.00	\$ 39,500.00	Expansion	Cameras, docking stations, cloud storage, licenses	Yes	No	Equipment ordered - delivery pending
Broadway	Police Department	Town	BPD Body Camera Update	\$ 29,045.00	\$ 29,045.00	\$ 58,090.00	Expansion	Cameras, docking stations, installation, training kit	Yes	Yes	3 docking stations, 3 starter/training kits, on-site installation
Buena Vista	Police Department	City	2021 Buena Vista Body Worn Camera Project	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	Expansion	Cameras, docking stations, cloud storage, IT fees	Yes	No	Equipment order pending

Body Worn Camera Summary Report September 2021

Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Charlottesville	Police Department	City	Law Enforcement Equipment- Body Worn Camera	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	Expansion	Increased storage capacity for existing program	Yes	No	Funds support existing contract
Charlottesville-Albemarle Airport Authority	Other	Other	CHO Airport Public Safety Department	\$ 45,504.00	\$ 45,504.00	\$ 91,008.00	Maintenance	Contract for cameras-remaining balance of 5 year contact that included cameras, maintenance, & storage	Yes	Yes	Funds support existing contract
Chincoteague	Police Department	Town	2021 Body Worn Camera Grant	\$ 6,585.00	\$ 6,585.00	\$ 13,170.00	Maintenance	Upgrading an existing camera program- cameras, charging kits, storage, "smart switches" to make the body-worn cameras act as the in-car camera.	Yes	No	Equipment order pending - <i>"Waiting until next fiscal year to purchase equipment."</i>
Christiansburg	Police Department	Town	Body-Worn Camera Grant Solicitation	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	New	Cameras, charging/docking stations, routers, router antennas	Yes	No	Equipment ordered - delivery pending
Clarke	Sheriff's Office	County	Body Worn Camera Grant	\$ 14,046.00	\$ 14,046.00	\$ 28,092.00	New	Cameras, mounts, docking stations, charging kits, wired interface	Yes	Yes	Body-worn cameras: 19
Clintwood	Police Department	Town	Body Worn Camera Grant	\$ 1,445.00	\$ 1,445.00	\$ 2,890.00	Maintenance	Upgrading current body-worn camera program- camera mounts, storage, docking station, cables, warranty	Yes	No	Equipment order pending

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Colonial Heights	Police Department	City	Body-Worn Camera Grant Solicitation	\$ 29,724.00	\$ 29,724.00	\$ 59,448.00	Maintenance	Storage and maintenance for existing body-worn camera program	Yes	No	Funds support existing contract
Culpeper	Police Department	Town	Law Enforcement Equipment, BWC Program	\$ 32,904.00	\$ 32,904.00	\$ 65,808.00	Maintenance	Contract- body-worn camera annual contract fee- includes hardware refresh and storage	Yes	No	No equipment requested
Dayton	Police Department	Town	Town of Dayton Police Department 2021 BWC program	\$ 22,754.00	\$ 22,754.00	\$ 45,508.00	Expansion	Cameras, transfer station, batteries, in-car wifi/chargers, power over Ethernet switch, storage, installation	Yes	Yes	7 body-worn cameras, unlimited storage, 1 power cord, 7 signal units, 1 battery dock, 7 magnetic mounts, 7 evidence.com licenses, 7 respond device licenses, 21 units of 10 GB storage, , 7 camera warranties, 1 warranty for battery dock, signal or router install, 7 signal sidearm kit, 1 dock wall mount bracket, 7 usb cables, 7 auto tagging license
Exmore	Police Department	Town	Body Worn Camera Grant Solicitation	\$ 1,629.00	\$ 1,629.00	\$ 3,258.00	Maintenance	New cameras, car switches, charging/download station for existing program	Yes	Yes	Equipment ordered - delivery pending

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Falls Church	Police Department	City	CY 2021 Body Worn Camera Grant solicitation	\$ 49,346.00	\$ 49,346.00	\$ 98,692.00	New	Cameras, transfer base and cables, vehicle base, charging base, storage, installation, warranty	Yes	No	No Status Report submitted
Floyd	Sheriff's Office	County	Floyd County Sheriff's Office Transparency Program	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	New	Cameras, transfer stations, batteries, storage	Yes	No	Equipment ordered - delivery pending
Fluvanna	Sheriff's Office	County	Body-Worn Camera Grant Solicitation	\$ 11,160.00	\$ 11,160.00	\$ 22,320.00	Expansion	Cameras, charging base, storage	Yes	No	Equipment ordered - delivery pending
Franklin	Sheriff's Office	County	Body-Worn Camera Program	\$ 34,693.00	\$ 34,693.00	\$ 69,386.00	Maintenance	Paying off existing finance plan for body-worn camera program.	Yes	No	Funds support existing contract
Galax	Police Department	City	Body Worn Cameras	\$ 13,210.00	\$ 13,210.00	\$ 26,420.00	Expansion	Cameras, docking ports, chargers, maintenance, licenses	Yes	Yes	28 body-worn cameras, 28 magnetic mounts, 28 charging ports, 2 docking stations, 28 evidence management solutions, 1 COPS online platform system
Gate City	Police Department	Town	Body Worn Cameras	\$ 3,591.00	\$ 3,591.00	\$ 7,182.00	New	Cameras, docking station, 12 month subscription to evidence.com	Yes	Yes	Body-worn cameras: 6
Glade Spring	Police Department	Town	Body Worn Camera Grant Solicitation	\$ 2,294.00	\$ 2,294.00	\$ 4,588.00	New	Cameras, docking station, licensing software, storage	Yes	No	Body-worn cameras: 4, data transfer docks are on back order

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Henrico	Police Department	County	Body Worn Camera Specialty Unit Expansion	\$ 41,108.00	\$ 41,108.00	\$ 82,216.00	Expansion	Cameras, chargers, wall mount, magnetic mount, camera, controller, epaulette, clip holster, license and data	Yes	No	Equipment order pending - "Funding was not available because board did not approve budget amendment ."
King and Queen	Sheriff's Office	County	CY 2021 Body Worn Camera Grant solicitation	\$ 18,900.00	\$ 18,900.00	\$ 37,800.00	Expansion	Cameras, docking station	No	No	Equipment order pending - "Board of Supervisors did not approve and sign Statement of Grant Award until 7/12/21."
Lebanon	Police Department	Town	Body Worn Camera	\$ 4,700.00	\$ 4,700.00	\$ 9,400.00	Expansion	Cameras, docking station, storage	Yes	No	13 body-worn cameras, 1 server, 1 digital evidence software subscription
Louisa	Police Department	Town	Body Worn Camera Grant Solicitation	\$ 1,800.00	\$ 1,800.00	\$ 3,600.00	Maintenance	Equipment- 4 body-worn cameras	Yes	Yes	Body-worn cameras: 4
Luray	Police Department	Town	Body Worn Cameras	\$ 8,571.00	\$ 8,571.00	\$ 17,142.00	New	Equipment & Storage- 15 body-worn cameras, set up, license, mounting; cloud storage	Yes	Yes	10 body-worn cameras, 20 signal sidearms, 1 bay dock
Lynchburg	Police Department	City	Body Worn Camera Grant- Software	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	Expansion	Equipment- 176 performance and response software & licensing	Yes	No	Equipment order pending
Madison	Sheriff's Office	County	Body Worn Camera Program	\$ 16,200.00	\$ 16,200.00	\$ 32,400.00	Expansion	Equipment- 27 body-worn cameras	Yes	No	No Status Report submitted

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Manassas City	Police Department	City	Enhance MCPD Body Worn Camera Program Axon Signal	\$ 12,450.00	\$ 12,450.00	\$ 24,900.00	Expansion	Equipment- 100 signal sidearm devices	Yes	Yes	100 signal sidearm devices
Manassas Park	Police Department	City	Body-Worn Cameras	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	Expansion	Storage- unlimited data storage and maintenance	Yes	Yes	34 unlimited data subscriptions
Nelson	Sheriff's Office	County	Body Worn Cameras	\$ 47,065.00	\$ 47,065.00	\$ 94,130.00	Expansion	Equipment, Storage & Training- 6 camera bundle, 7 mounts, 7 chargers, charging dock,; server & wireless upload receiver; training for all deputies, administration and Commonwealth's attorney office	Yes	No	Equipment order pending - "Waiting on new budget ."
New Kent	Sheriff's Office	County	New Kent County Sheriff's Office Body Worn Camera Program	\$ 3,645.00	\$ 3,645.00	\$ 7,290.00	Expansion	Equipment- 5 body-worn cameras and 5 evidence.com licenses	Yes	Yes	Body-worn cameras: 5
Patrick	Sheriff's Office	County	Body-Worn Camera: New Realms	\$ 19,827.00	\$ 19,827.00	\$ 39,654.00	Expansion	Equipment- 13 body-worn cameras, 13 docks, warranty, license agreement	Yes	Yes	13 body-worn cameras, 88 units of 10gb storage
Pennington Gap	Police Department	Town	Body Worn Camera Grant	\$ 26,399.00	\$ 26,399.00	\$ 52,798.00	Maintenance	Equipment & Storage- Axon's officer safety plan 7 package (includes body-worn cameras, evidence storage, training and tasers)	Yes	No	No Status Report submitted

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Prince Edward	Sheriff's Office	County	Body Worn Camera	\$ 19,516.00	\$ 19,516.00	\$ 39,032.00	New	Equipment & Storage- 24 body-worn cameras, 2 docking stations, 2 wall mount evidence.com docks, tech assurance, licenses, axon starter; 10 GB Storage	Yes	No	Equipment order pending - "Waiting on new budget on 7/1/2021 ."
Radford	Police Department	City	Body- Worn Camera	\$ 8,738.00	\$ 8,738.00	\$ 17,476.00	Expansion	Equipment- 15 body-worn cameras and vest mounts	Yes	No	Equipment ordered - delivery pending
Richmond	Police Department	City	RPD Body Worn Camera Program Expansion	\$ 49,685.00	\$ 49,685.00	\$ 99,370.00	Expansion	Equipment- 38 body-worn cameras with tasers	Yes	No	Equipment order pending - "Working on finding a vendor"
Richmond International Airport PD	Police Department	Other	Body-Worn Camera Program	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	Maintenance	Equipment & Storage- 30 body-worn cameras, 4 docks, 36 professional licenses, 84 basic licenses; 10 GB evidence storage	Yes	Yes	32 docking stations purchased
Salem	Police Department	City	Body Worn Camera Grant Solicitation	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	Expansion	Equipment & Storage- 15 cameras, 30 camera head kits, 1 docking station, batteries, activation fee, shipping; 20 terabytes data storage	Yes	No	Equipment order pending

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Scott	Sheriff's Office	County	Body Worn Cameras	\$ 19,405.00	\$ 19,405.00	\$ 38,810.00	Expansion	Equipment- 28 cameras, charging bases, evidence licenses, remote set up	Yes	No	Body-worn cameras: 28
South Boston	Police Department	Town	Body Worn Camera Grant	\$ 7,880.00	\$ 7,880.00	\$ 15,760.00	Maintenance	Equipment & Storage- 2 body-worn cameras, 15 bluetooth transmitters, 16 body-worn cameras mounts, data storage device; cloud storage services	Yes	Yes	2 body-worn cameras, 15 bluetooth transmitters, 1 diskstation, 16 body-worn camera mounts, 1 internal SSD, 1 body-worn digital storage
South Hill	Police Department	Town	Body Worn Camera Grant Solicitation	\$ 1,250.00	\$ 1,250.00	\$ 2,500.00	Maintenance	Storage- cloud storage	Yes	Yes	1 body-worn camera digital storage license
Southampton	Sheriff's Office	County	Body Worn Camera Replacement for Cost Savings and Efficiency	\$ 12,953.00	\$ 12,953.00	\$ 25,906.00	Maintenance	Equipment & Training- 15 cameras, 15 mounts, 15 bluetooth trigger box, 1 multidock, licenses, remote setup; on-site training and consulting	Yes	No	Equipment ordered - delivery pending
St. Paul	Police Department	Town	Body Worn Camera	\$ 6,296.00	\$ 6,296.00	\$ 12,592.00	Expansion	Equipment & Storage- 6 cameras; 1 hard drive with more space	Yes	No	No Status Report submitted
Stanley	Police Department	Town	Stanley Police Department Body Worn Camera Project	\$ 4,200.00	\$ 4,200.00	\$ 8,400.00	Expansion	Equipment- 6 body-worn cameras	Yes	No	Equipment order pending

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Suffolk	Police Department	City	City of Suffolk Body Worn Camera Devices	\$ 19,674.00	\$ 19,674.00	\$ 39,348.00	Expansion	Equipment- 20 body-worn cameras, 3 docking stations, licenses, assurance plan	Yes	No	Equipment order pending
Surry	Police Department	County	Body Worn Camera Grant Solicitation	\$ 9,948.00	\$ 9,948.00	\$ 19,896.00	Expansion	Equipment- 17 cameras, 2 docking stations, warranties, licenses	Yes	No	No Status Report submitted
Timberville	Police Department	Town	Timberville BWC	\$ 16,202.00	\$ 16,202.00	\$ 32,404.00	Maintenance	Equipment- 6 body-worn cameras, 8 bay docks, signal side arm kit, evidence.com licenses, warranty	Yes	No	Equipment ordered - delivery pending
University of Virginia-Wise Campus-Campus PD	Police Department	College	Body-Worn Cameras	\$ 15,538.00	\$ 15,538.00	\$ 31,076.00	Expansion	Equipment- 10 body-worn cameras, 9 mobile charging kits, transfer station; tower server for storage, licenses and install fees	Yes	No	Equipment order pending
Vinton	Police Department	Town	Vinton PD Body Worn Camera Program	\$ 48,663.00	\$ 48,663.00	\$ 97,326.00	New	Equipment & Storage- 20 cameras, 18 batteries, Ethernet transfer station set up, wifi access; server for storage	Yes	No	Equipment order pending
Virginia Union University	Police Department	College	Virginia Union University Police Department Body -Worn Camera Initiative	\$ 9,103.00	\$ 9,103.00	\$ 18,206.00	New	Equipment & Storage- 8 body-worn cameras, docking station, evidence.com licenses; data storage, storage for licenses	Yes	Yes	1 charging station, 8 body-worn cameras, 8 body-worn camera magnet mount

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Location Name	Implementing Ag Type	Location Type	Project Title	Awarded Funds	Local Match	Total	Program Type- New/ Expansion Maint.	Usage of Funds, i.e. storage, equip., etc.	Program On Track	Rec'd Items	Status of Purchases (07/01/21)
Washington	Sheriff's Office	County	Body Worn Camera Grant	\$ 24,627.00	\$ 24,627.00	\$ 49,254.00	New	Equipment & Storage- 50 cameras, 100 mounts, dock station, 50 charging kits, warranty, license; cloud storage	Yes	Yes	50 body-worn cameras, 1 charging dock/download station, 1 data vault, 50 klick fast stud for mount, 1 cloud storage, 50 warranties, 50 in car charging kits, 50 magnetic mounts
Westmoreland	Sheriff's Office	County	Body Worn Cameras for Law Enforcement Agencies	\$ 4,580.00	\$ 4,580.00	\$ 9,160.00	Expansion	Equipment- 8 cameras	Yes	No	Body-worn cameras: 6
Williamsburg	Police Department	City	Body Worn Camera and In Car Camera Program	\$ 49,920.00	\$ 49,920.00	\$ 99,840.00	Maintenance	Equipment- 40 upgraded cameras & 13 in car camera system (storage included with equipment)	Yes	No	Equipment order pending
Wytheville Community College	Police Department	College	Body Worn Camera	\$ 2,540.00	\$ 2,540.00	\$ 5,080.00	Maintenance	Equipment & Storage- 4 body-worn cameras, 4 adapters, 4 chargers; 2 portable state drives	Yes	No	Equipment order pending
				\$ 1,271,732.00	\$ 1,271,732.00	\$ 2,543,464.00					
Grottoes	Police	Town	Body-Worn	\$ -	\$ -	\$ -	NOT FUNDED				
Wytheville	Police	College	Body-Worn				DECLINED				