

2022 Annual Report



RICHMOND CITY SHERIFF'S OFFICE



Message From The Sheriff



I would like to thank the citizens for your continued support and confidence placed in me and the staff members of the Richmond City Sheriff's Office (RCSO) during 2022. It was one of our most challenging years of my administration, to include staffing both hiring and retention, the continuing demands of the pandemic, threats to security, inmate care, in-custody deaths, contraband smuggling, inmate assaults, staff assaults, and local headlines. Accountability and transparency are essential in building and strengthening trust between the Sheriff's Office and the community we serve. As a leader in your law enforcement agency, I've accepted this challenge through building and supporting a workplace grounded in excellence, integrity, and transparency. We have had to overcome negative comments during 2022 that have brought about questions regarding the safety and security provided by this office. We would like the public to know that the **LIFE, HEALTH AND SAFETY** of all individuals are priority and we will continue to serve you with best efforts, and with your support we will provide the best service possible to all the lives we encounter.

The RCSO is one of the largest offices in the Commonwealth. We oversee the operations at the Richmond City Justice Center (RCJC) as well as the safety and security of the residents within our care and custody. Additionally, we are also responsible for the safety of the citizens, judges and staff at our three courthouses: John Marshall, Marsh-Manchester, and Oliver Hill. RCSO provides service of civil process and the execution of court ordered documents, transportation of inmates, and the safety of the general public.

One focus area continue to be recruitment and retention. We strive to increase salaries of our staff members at entry-level deputy and provide competitive pay to all staff members to ensure that we are able to recruit, hire and retain officers to serve this city at the highest level of professionalism. The second area of focus continues to be training and development for all staff members. We work to ensure that our staff members are able to communicate within our culturally diverse environment, as well as, with those that may be differently-abled. Our internal accountability processes are under oversight daily and as we grow, the expectations grow for our staff members, vendors and contractors, volunteers, population and administration.

We have finally secured funding and a new software application to replace the antiquated Jail Management System (JMS) with the expected completion of this project being end-year 2023. Our focus on programs and services has provided the inmate population with readiness for **home, work, family and community** in areas of re-entry, mental health, substance abuse and addiction, housing, finances, workforce development, education (academic and vocational), skill building, personal growth and development, family mediation, parenting, restorative justice, life skills and entrepreneurship. One of our biggest accomplishments of our vocational education programs has been Forklift training, in which several returning citizens are now gainfully employed. Our grants team has successfully expanded our grant awards for LIST (**over 6.2 million dollars**), securing grant funding that provide us an opportunity to be a place where lives are transformed and rebuilt.

One Team, One Vision, One Dream



Message From The Sheriff



Moving forward, we will continue serving the citizens with excellence and ensuring we provide the best level of customer service to all who interact with the various divisions of the Sheriff's Office. We have continued to develop a rapport with universities and colleges to grow and enhance levels of our staff members. We continue to build relationships with the youth, citizens in the communities and schools by participating in various school activities and community programs.

We are thankful for our ongoing partnerships with our neighboring jurisdictions in the Central Virginia region as well as with the City of Richmond, Mayor Stoney, Council, School Board, VDH, RBHA, Fire, RPD, RAA etc. that assist us in being able to provide services and grow here in the city. I am particularly grateful for the efforts of staff during this challenging year as their hard work and dependability ensured that we could meet the demands we faced while still carrying out our mission in 2022.

I will continue to work with policymakers and other law enforcement agencies and community leaders toward finding solutions to the problems and concerns surrounding the decades of a culture that must be better and must do better. We, as officers, are entrusted to uphold the law and protect others as we serve both people and community. At all times, we want our actions to be of high professional standard and

not betray any trust given us by the position we pledged to uphold. During this time we must remain committed to the oath to serve and protect. We are proud to serve the citizens of Richmond and put our best efforts forward every day. Thank you to the staff of RCSO for their continued dedication and commitment to our city, my city and the mission of this office. Be safe and let's remember to take care of each other.

RICHMOND WE look forward to continuing to serve YOU!

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Biography of The Sheriff

On January 1, 2018, Dr. Antionette V. Irving became Sheriff of the City of Richmond facilitating one of the largest Sheriff's Offices in the Commonwealth, to include over 450 sworn and civilian staff members.

Sheriff Irving is a proud native of the City of Richmond and product of Richmond Public Schools where she learned the values of respect and discipline that have served her throughout her career. Growing up a child of substance abuse and domestic violence in the Church Hill of Richmond to include the city's Creighton Court public housing project, she viewed life with no obstacles or boundaries. A graduate of Armstrong-Kennedy High School, her strong work ethics drove her to become a basketball standout, eventually being named to both the Armstrong Kennedy High School Athletic Hall of Fame and the Shaw University Athletic Hall of Fame.



Sheriff Irving enjoyed a 26+ year career in the Henrico Sheriff's Office and was the first woman to be promoted to the rank of Major in either the Henrico Sheriff's Office or Police Department. Her leadership and vision encompasses organizational management, fiscal administration, human resources development, conflict and dispute resolution, mediation and community relations. Sheriff Irving's focus is on establishing a culture of excellence at the Richmond City Sheriff's Office by focusing on the professional development of the staff, establishing strong community partnerships, and equipping residents of the Richmond City Justice Center with the resources they need to prepare themselves for successful reentry into society.

Sheriff Irving is a committed mentor, civic leader, and philanthropist in the City of Richmond. She volunteers within the community, as well as, with the Saint Paul's Baptist Church and the Salvation Army Boys and Girls Club. Sheriff Irving is a strong proponent of education and youth development. She strives to encourage young people to develop strong values, self-esteem, self-reliance, character, and discipline through the AVI Foundation, which she founded.

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Biography of The Sheriff

In addition to her BA in Criminal Justice from Shaw University, Sheriff Irving earned her Master of Science in Administration from Central Michigan University, and her PhD in Business Administration with a concentration in Criminal Justice from North Central University.

Sheriff Irving's numerous honors and recognitions include:

- United Negro College Fund (UNCF) Keeper of the Flame Award, 2022
- Virginia Sheriff's Association (VSA) Secretary, 2022 - 2023
- Virginia Sheriff's Association (VSA) Treasurer, 2021 - 2022
- Member of National Organization of Black Law Enforcement Executives (NOBLE)
- Member of International Association of Chiefs of Police (IACP); National Association of Chiefs of Police (NACP)
- Member of Virginia Sheriff's Association (VSA); Virginia Correctional Association (VCA); American Jail Association (AJA)
- National Society of Leadership and Success Leadership Honor Society (Sigma Alpha Pi), 2021
- National Society of Leadership and Success, 2021 (Northcentral University Chapter)
- National Society of Leadership and Success Training Program, 2021
- VSA Board of Directors, City of Richmond, Region VIII, 2022 - 2021
- The John Jasper Trailblazer Award honoree at Sixth Mount Zion Baptist Church, 2022
- Chairperson of the Community Criminal Justice Board, 2019
- Inducted into the 2019 Richmond Public Schools (RPS) Athletic Hall of Fame
- Chair of the Salvation Army Boys and Girls Club Advisory Council, 2019
- Living Legend Honoree, national Alumni Association of Shaw University, 2018
- Emerge Virginia Boot Camp, Class of 2017
- Dr. Martin Luther King, Jr. Drum Major Award, 2017 Honoree
- Past president, Virginia Center for Restorative Justice
- Leadership Metro Richmond, Graduate 2008
- YWCA Women of the Year in Government and Politics, 2002 Honoree
- Golden Life Member, Delta Sigma Theta Sorority, Inc.
- Chapter Member, Henrico County Alumnae Chapter, Delta Sigma Theta Sorority, Inc.

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About Us



OUR MISSION

To maintain a secure jail and a safe court system along with seamless inmate transports and civil process to preserve public safety. We remain committed to performing these duties with unsurpassed integrity, accountability and professionalism, with progressive training that incorporates best practices and technology. While partnering with the community, we strive to lower recidivism by providing faith-based and community-based programming that empower returning citizens to become productive members of society.

OUR VISION

Our tomorrow embraces a new standard of excellence in management, operations and customer service. Through extraordinary leadership, superior staff, and a willing and involved community – lives will change for the better. Maintain a high standard of excellence in management, administration, operations, finance and budgeting, evidence-based standards, and customer service.

OUR VALUES

- A– Accessible
- C– Confident
- C– Communicate
- O– Oversight of Actions
- U– Understanding the Needs of Others
- N– Noble
- T– Trustworthy
- A– Adroit
- B– Building Rapports by Knocking Down Barriers
- I– Integrity
- L– Leadership
- I– Inclusiveness
- T– Trained
- Y– Youth Involvement / Youth Interaction / Youth Development

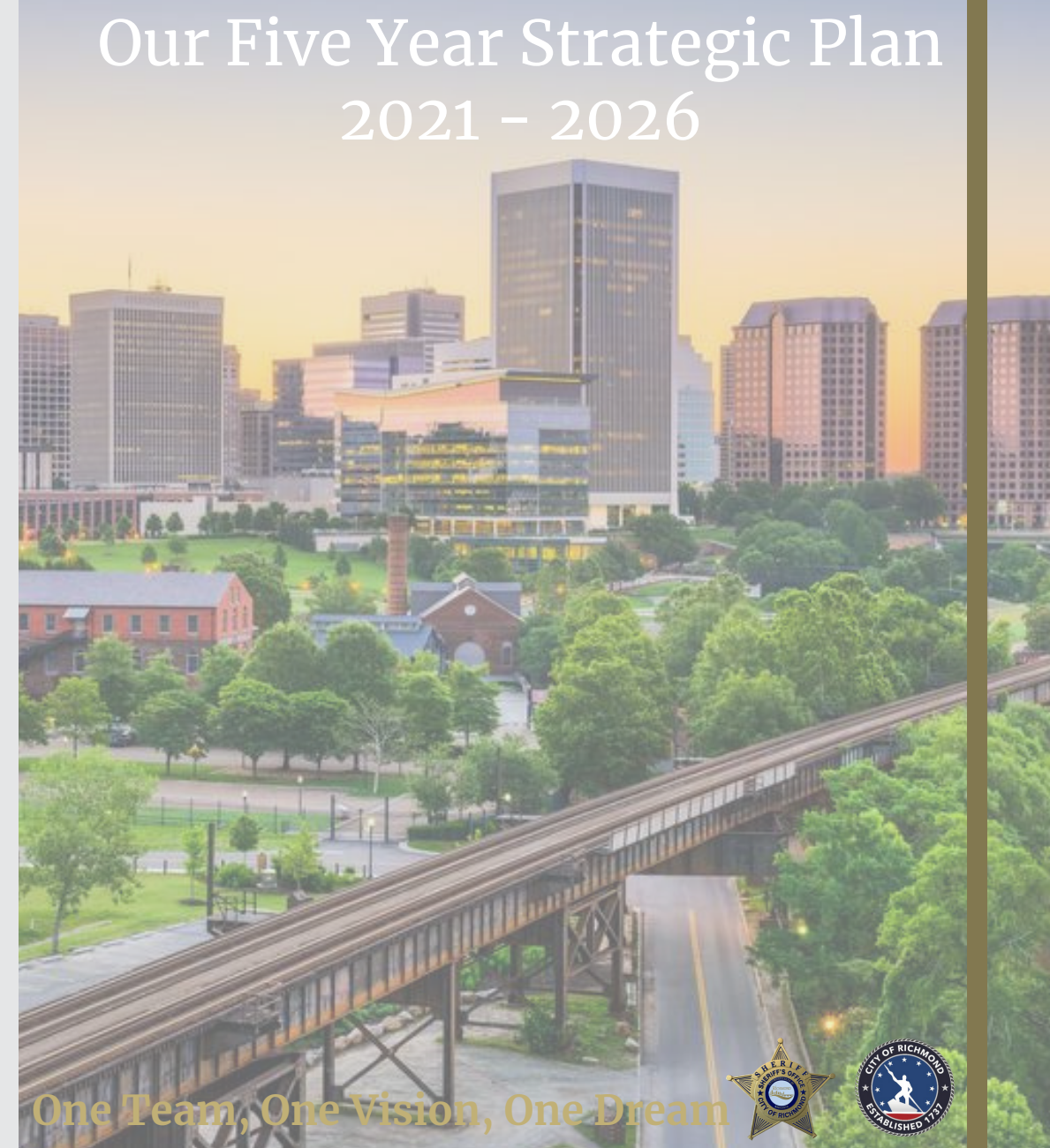


At the Richmond City Sheriff's Office, Strategic Planning is ongoing. It is a continuous process that involves gathering of information, checking to see if our organization's Vision, Mission and Values are still relevant, setting goals, and action planning, as well as, monitoring and evaluating our efforts and successes on an annual basis. It includes holding ourselves accountable by identifying and measuring key metrics and reporting results.

This annual report provides an update on the success of the strategic initiatives of the Richmond City Sheriff's Office. The eight points of the 2021 - 2026 Strategic Plan are:

1. Life, Health, & Safety
2. Operational Excellence
3. Diversity, Equity, & Inclusion
4. Recruitment & Retention
5. Staff Training & Professional Development
6. Positive Public Relations & Community Outreach
7. Work Ready, Home Ready & Community Ready
8. Fiscal Management Addressing Budgets Gaps

Our Five Year Strategic Plan 2021 - 2026



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Our Five Year Strategic Plan 2021 – 2026

Goal 1: Life, Health, & Safety

Administer protocols and regulations establishing standards to provide protection for basic health, life, and safety throughout all operations of the agency, jail, departments, and its facilities.

Goal 2: Operational Excellence

Strengthen and maintain policies that ensure safe and effective use of current human, operational, and capital resources for efficient and effective delivery of programs and services.

Goal 3: Diversity, Equity, & Inclusion

Support and respect of citizens by serving with pride, professionalism, and integrity and by treating everyone fairly and equally internally and externally regardless of race, religion, color, creed, national origin, or sexual preference.

Goal 4: Recruitment & Retention

Maintain a qualified, diverse, and professional workforce. Continue a progressive recruitment and retention.



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Our Five Year Strategic Plan 2021 – 2026

Goal 5: Staff Training and Professional Development

Update and strengthen training opportunities to ensure entry level certification, recertification, best practices, position based, supervisory development, and succession training to provide safe, effective, and consistent practices.

Goal 6: Positive Public Relations and Community Outreach

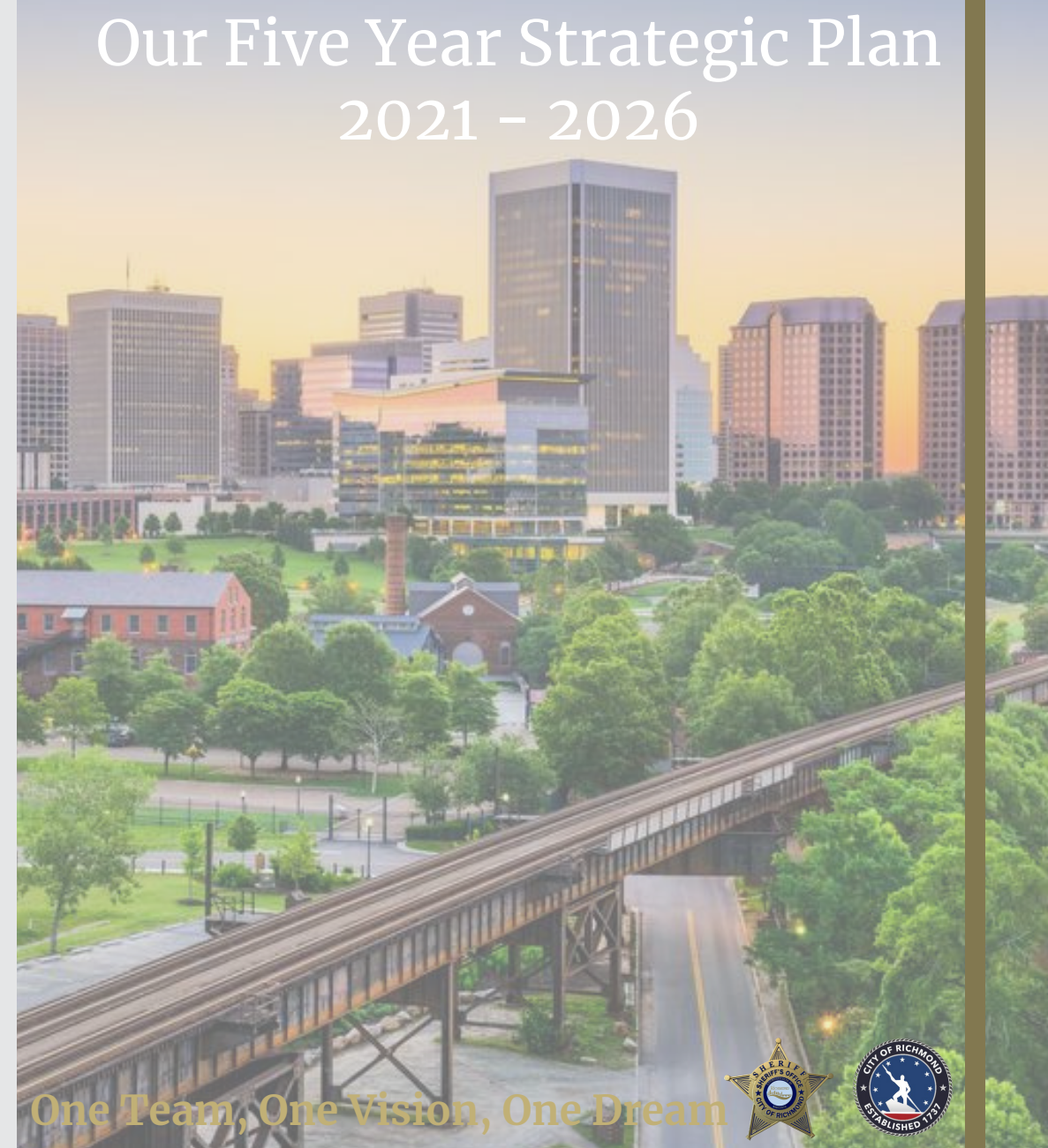
Implement a comprehensive public relations and community engagement plan to strengthen relationships between the RCSO and the diverse communities in Richmond to ensure positive community relationships that will aid in the prevention of future crime related challenges.

Goal 7: Work Ready, Home Ready & Community Ready

Implement programming to ensure the successful re-entry of ex-offenders to society to live productive lives through ongoing internal programs and partnerships with external support systems.

Goal 8: Fiscal Management Addressing Budget Gaps

Implement sound financial management and procurement practices. Ensure the agency is a good steward of federal, state, and local funding, as well as, proactively seek additional funding to meet the needs of the agency.



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Budget & Finance

The **Budget & Finance Divisions** continued to operate economically and prudently. Staff worked to implement business practices to control costs and maintain the integrity and fiscal responsibility of staying within our approved budget while still adhering to Department of Corrections (DOC) and the Auditor of Public Accounts (APA) guidelines for operations.

The immense importance of securing funding for a new software application to replace the Sheriff Office's antiquated Jail Management System (JMS), which is the lifeline to our operations, remains a priority of the agency. As such, the Sheriff's Office partnered with the Police Department and the Department of Emergency Communications to ensure for an application all departments can use for their agencies thus reducing costs for all agencies. The application is called SOMA and would replace the current unsupported Jail Management System called IMATS. As always, the agency remained a strong advocate for employee salary increases and compression pay.

FY22 State Budget - \$17.4 million (Reimbursement as Revenues)

- The current budget does not reflect Fringes, the Premium Recoveries reduction to include retiree health care credit and general liability insurance and surety bond premiums (an approximate \$800K reduction), nor the per diems the agency should receive as Revenues (approximate \$1.6M).
- The Compensation Board approved 445 positions, of which 383 were sworn positions and 62 were non-sworn positions.



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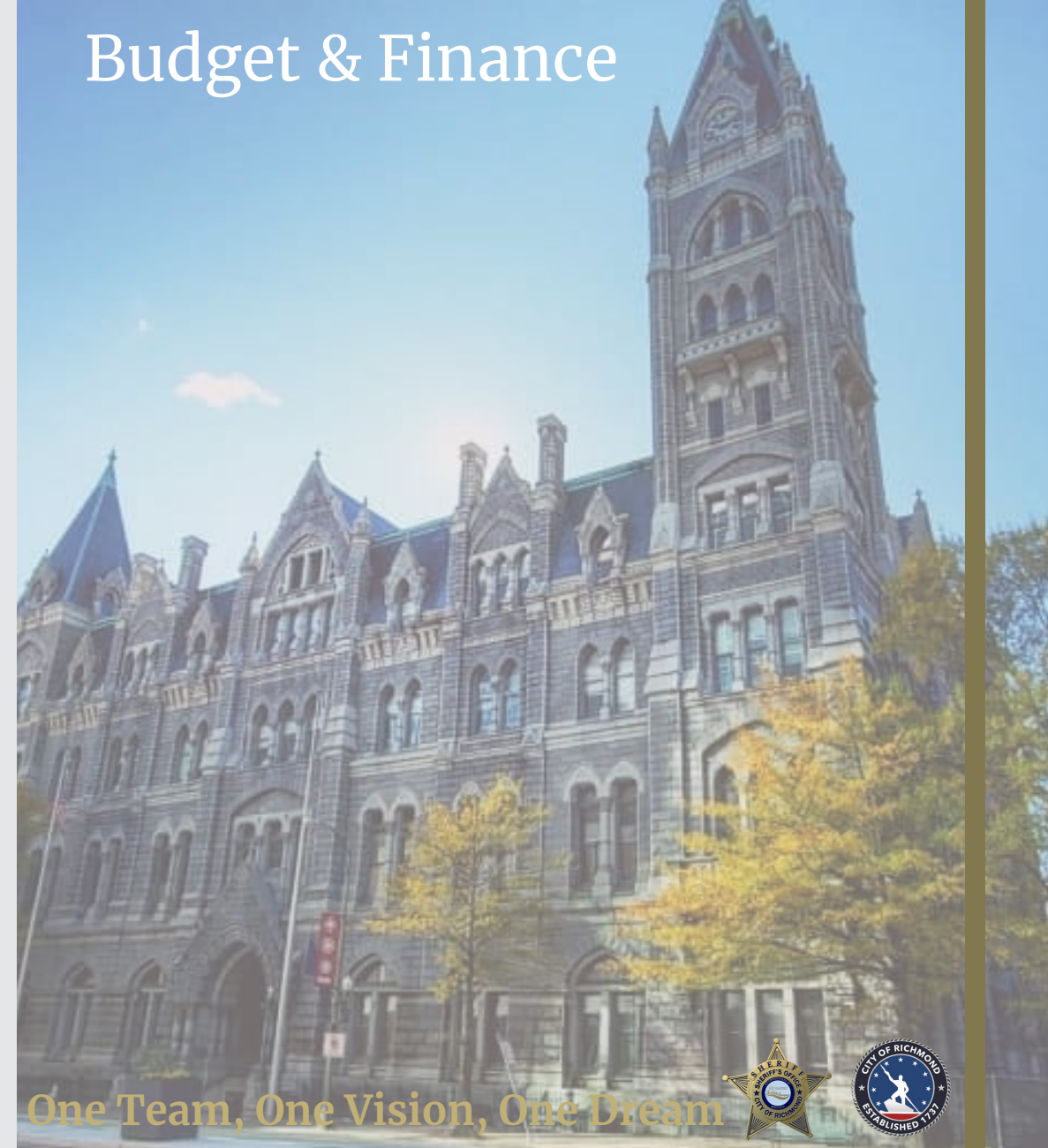
Budget & Finance

FY22 Approved City Budget - \$41.4 million

- The budget reflected an approximate \$600K decrease in personnel; however did include \$250K in additional overtime funding.
- Due to frugal, creative and efficient savings in other areas of the Budget, the Budget ended the year with approximately \$550K in savings.
- The City allocated the Compensation Board positions along with 16 additional approved full-time positions and part-time positions for a total of 466 FTE positions.
- The inmate Medical Services, Pharmaceuticals and Food Services contracts were fully funded.

The Budget and Finance Divisions conducted weekly auditing of the pharmacy costs and received approximately Forty-Three Thousand dollars (\$43,000) from the State for out-of-compliant state responsible costs for medications. To ensure timely posting of charges and to ensure the correct accounting lines were being charged in the City's Accounting system, the Budget Division tracked charges daily, weekly and monthly and communicated with other City agencies.

The Divisions received a **100% compliance** from Clifton Larson Allen, LLP, Independent Auditor, on all of the Inmate Commissary accounts, and General Fund accounts, as well as, a review of the Sheriff's Office's separation of duties and internal controls. The Finance Division satisfactorily passed the 2022 Petty Cash Audit conducted by the City's Revenue Accounting Manager.



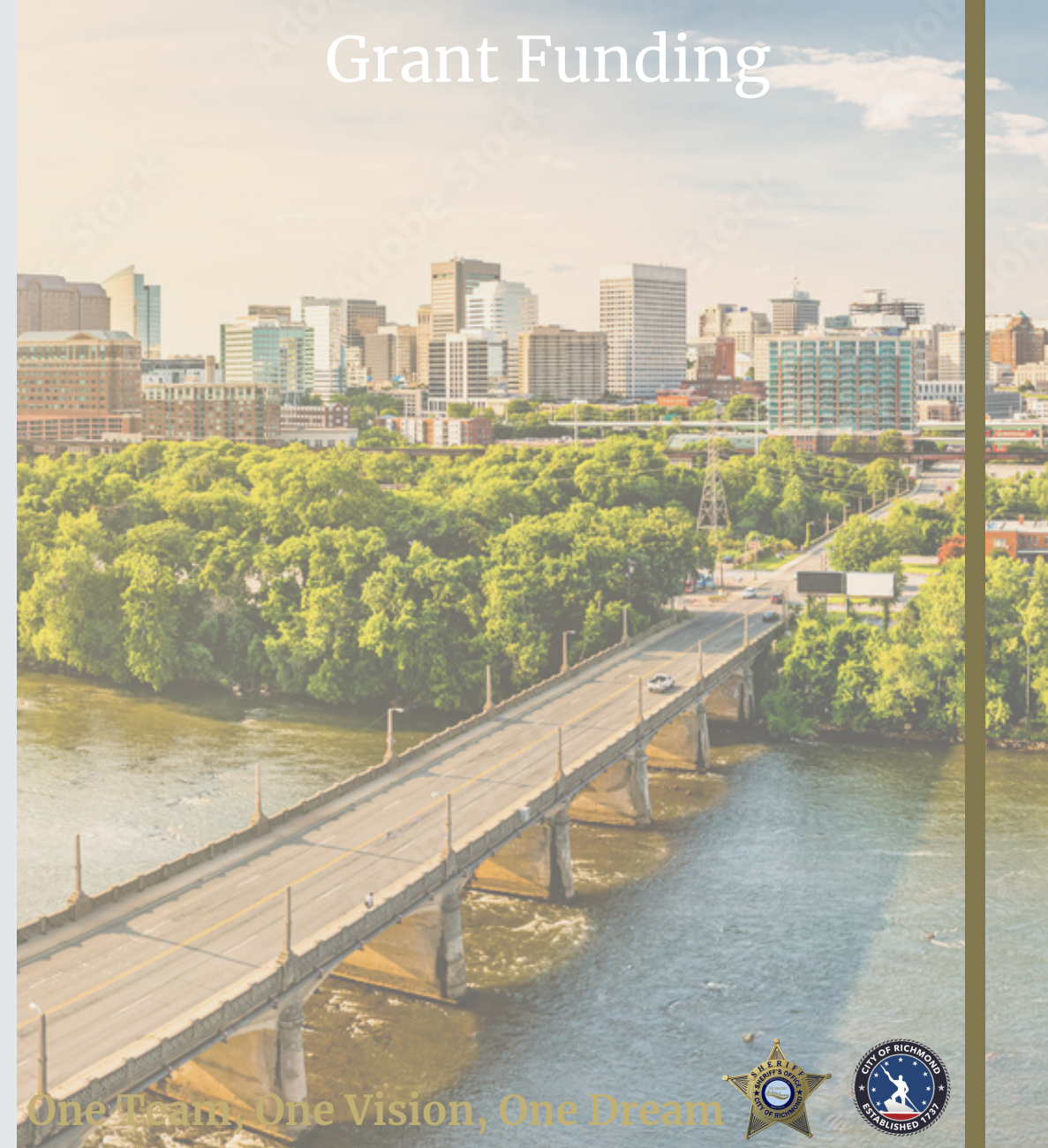
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Grant Funding

- **NEW \$150,000 – Dementia & Developmental Disabilities awarded effective 10/1/22**
- **NEW \$44,738 – State Criminal Alien Assistance Program**
- **NEW \$39,000 – JAG Local with RPD – Body Worn Cameras**
- **\$250,000 – Prison Rape Elimination Act (PREA)**
- **\$505,790 – 2022 – 2202 Jail Mental Health Program (JMHP)**
- **\$500,000 – Second Chance Act Grant: Reducing Recidivism through Systems Improvement**
- **\$900,000 – Second Chance Act Grant: Adult Reentry Education, Employment, Treatment and Recovery**
- **\$37,500 – Justice Assistance Grant (JAG): Curbing Violence in the Community for a Stronger Richmond**
- **\$56,250 – Justice Assistance Grant (JAG): Project Safe Neighborhoods**
- **\$18,750 – Justice Assistance Grant (JAG): Law Enforcement Training & Equipment (Crisis Intervention Team (CIT) and Mental Health First Aid (MHFA))**
- **\$50,000 – Coronavirus Emergency Supplement Funding**

\$2,552,028.00 – TOTAL RCSO GRANT FUNDING FOR 2022
\$6,656,994.91 – TOTAL RCSO GRANTS SINCE 2018



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Dementia and Developmental Disabilities Grant Funding \$150,000

DOJ/BJA: FY2022 The Kevin and Avonte Program: Reducing Injury and Death of Missing Individuals with Dementia and Developmental Disabilities Funding

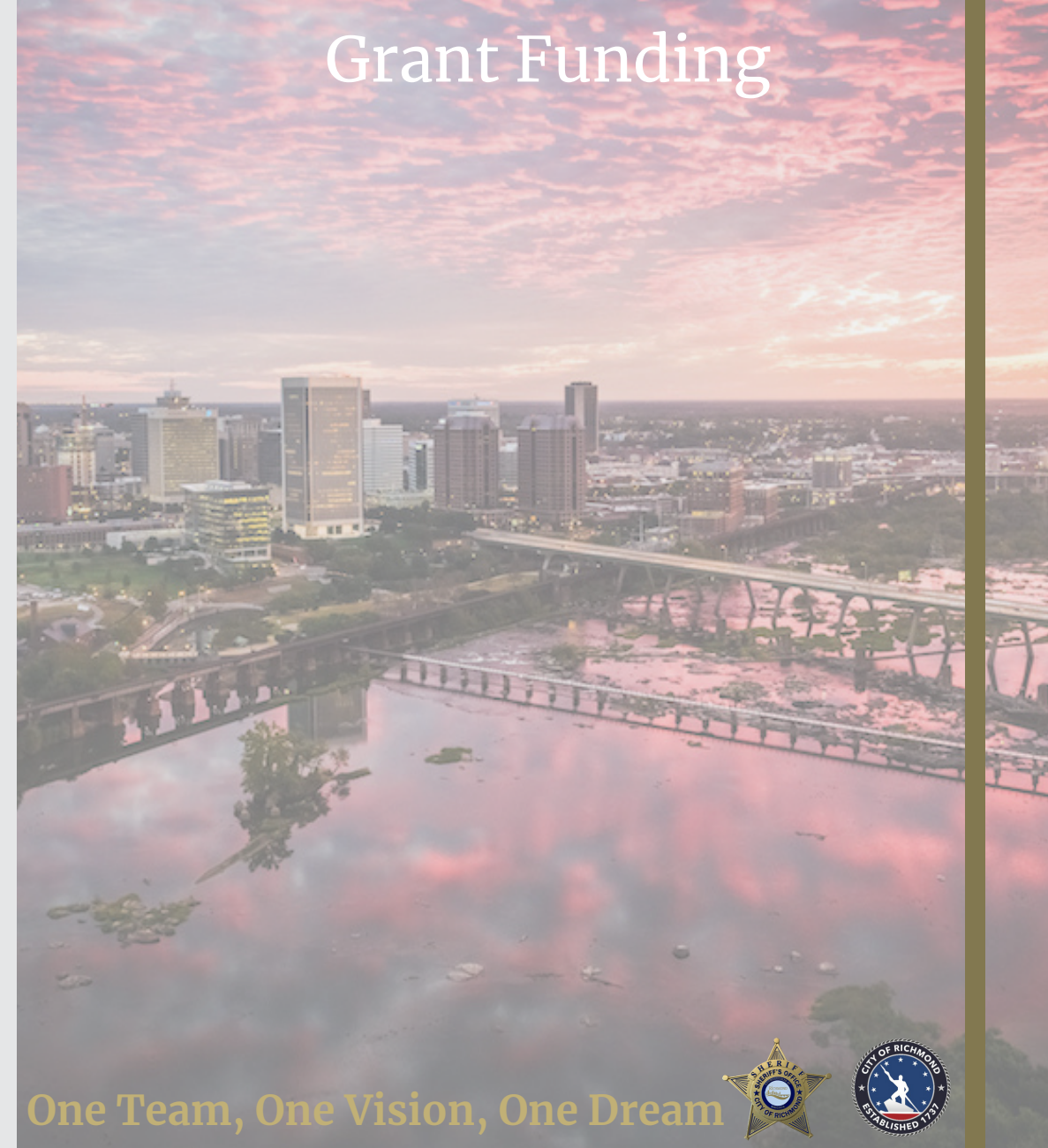
RCSO applied for funding through the US Department of Justice, Bureau of Justice Assistance and was awarded \$150,000. The Richmond City Sheriff's Office (RCSO) currently participates in two programs.

The first program is National Project Lifesaver Program, which is free of charge to all city residents who are registered caretakers of individuals who suffer from dementia, autism, or other cognitive conditions which may lead to wandering away from homes and caregivers.

The other existing program is the "ARE YOU OK?" Program, which is also a free program to the community, designed to check on the well-being of elderly individuals and those with disabilities as well as shut-in's who live alone. The RCSO staff regularly visits and calls the participants.

Although both programs are free to participants, there is a financial impact to the RCSO due to personnel, transportation, and marketing materials. The RCSO needs to grow and enhance the programs based on the growing needs of the community. The RCSO also seeks to develop an internal program that begins with an assessment at intake and includes services for the inmate addressing their condition (cognitive impairment) while they are housed at the Richmond City Justice Center.

Grant Funding



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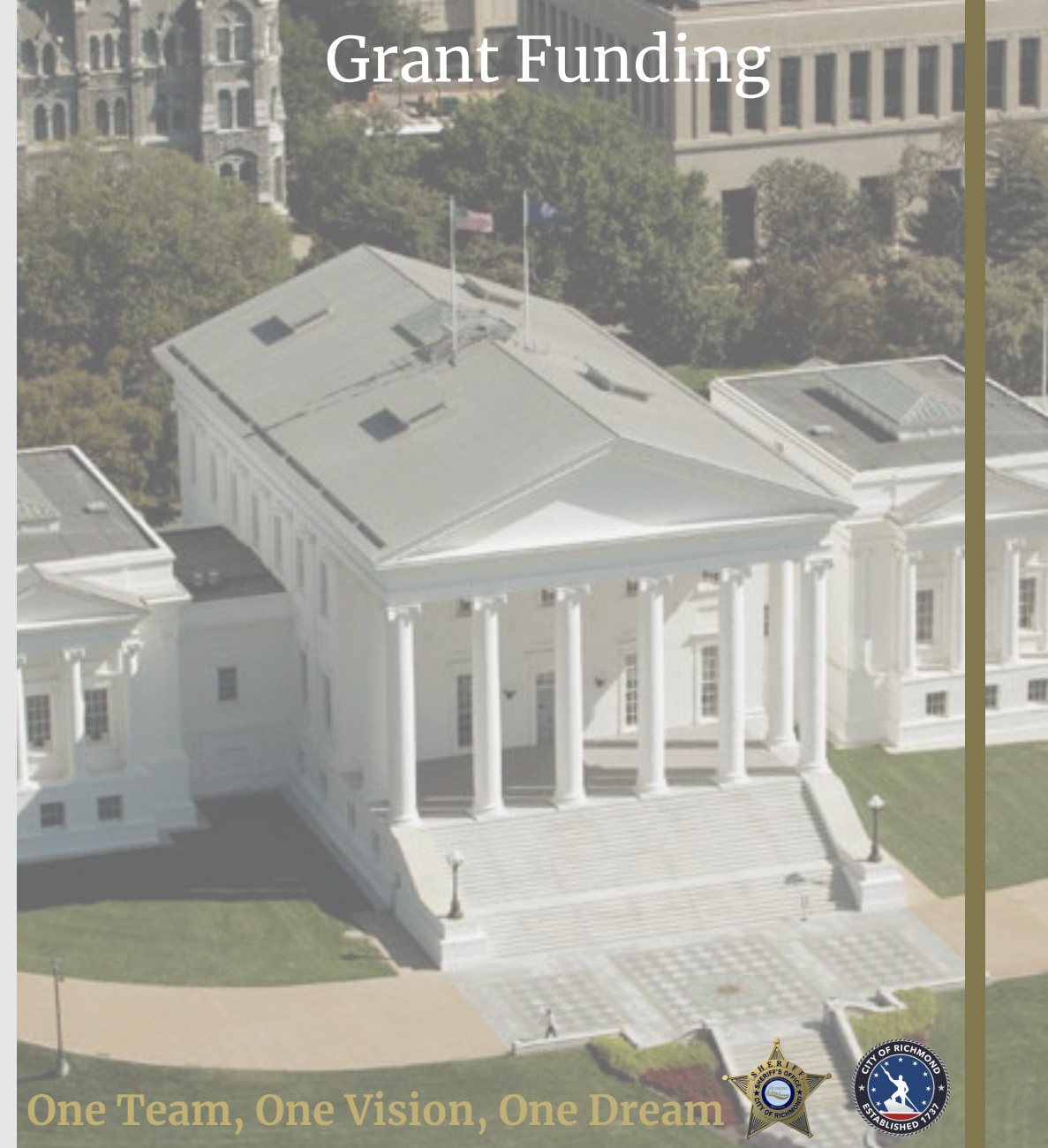


Grant Funding

State Criminal Alien Assistance (SCAAP) Program \$44,738

DOJ/BJA: FY20 State Criminal Alien Assistance (SCAAP) Program

RCSO applied for funding through the US Department of Justice, Bureau of Justice Assistance and was awarded \$44,738. This program provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least 4 consecutive days during the reporting period. These funds were applied to defer the cost of Overtime for the Sheriff's Office.



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Grant Funding

Justice Assistance Grant (JAG) - Body Worn Cameras \$39,000

Edward Byrne Memorial Justice Assistance Grant (JAG): Body Worn Cameras (BWCs)

In partnership with the Richmond Police Department, funding in the amount of **\$39,000** from the Bureau of Justice Assistance provides for body worn cameras. This funding is for up to 30 BWCs, and the supporting supplies, which would include but not be limited to Cameras, Accessories, Physical Storage, Data Storage (plans/licenses/warranties) and Support Services.



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Professional Accreditation/Standards

Richmond City Sheriff's Office (RCSO) holds its accreditation with the Virginia Law Enforcement Professional Standards Commission (VLEPSC). VLEPSC is a law enforcement audit that focuses on Administration, Operations, Personnel, and Training.

VLEPSC's goals are to increase effectiveness and efficiency of law enforcement agencies, promote cooperation among all components of the criminal justice system, promote public confidence in law enforcement, and promote professionalism of law enforcement agencies in the Commonwealth of Virginia.

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RCSO is inspected on an annual and tri-annual basis by the Virginia Department of Corrections (DOC). The DOC is responsible for ensuring the minimum jail standards are met. The annual inspection ensures all Life, Health, and Safety Standards are in compliance, whereas, the triannual inspection is done every 3 years and encompasses a total jail inspection of all areas of the facility.

Listed below are the areas in which we are involved and provide resolutions for daily:

Policy and Procedures
Inmate Handbook
Inmate Hearings
Inmate Grievances
Fire & Safety (AED Maintenance)

Professional Accreditation/Standards

Types of Inspections: 100% Compliant

Virginia DOC Inspections
Fire Marshal's Inspections
United States Marshal's Inspection
Health Inspections
Fire Alarm Inspections
Fire Extinguisher Inspections
AED Inspections
Pharmacy Inspections
LIDS Audit
Elevator
Roof Inspection

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Administrative Services

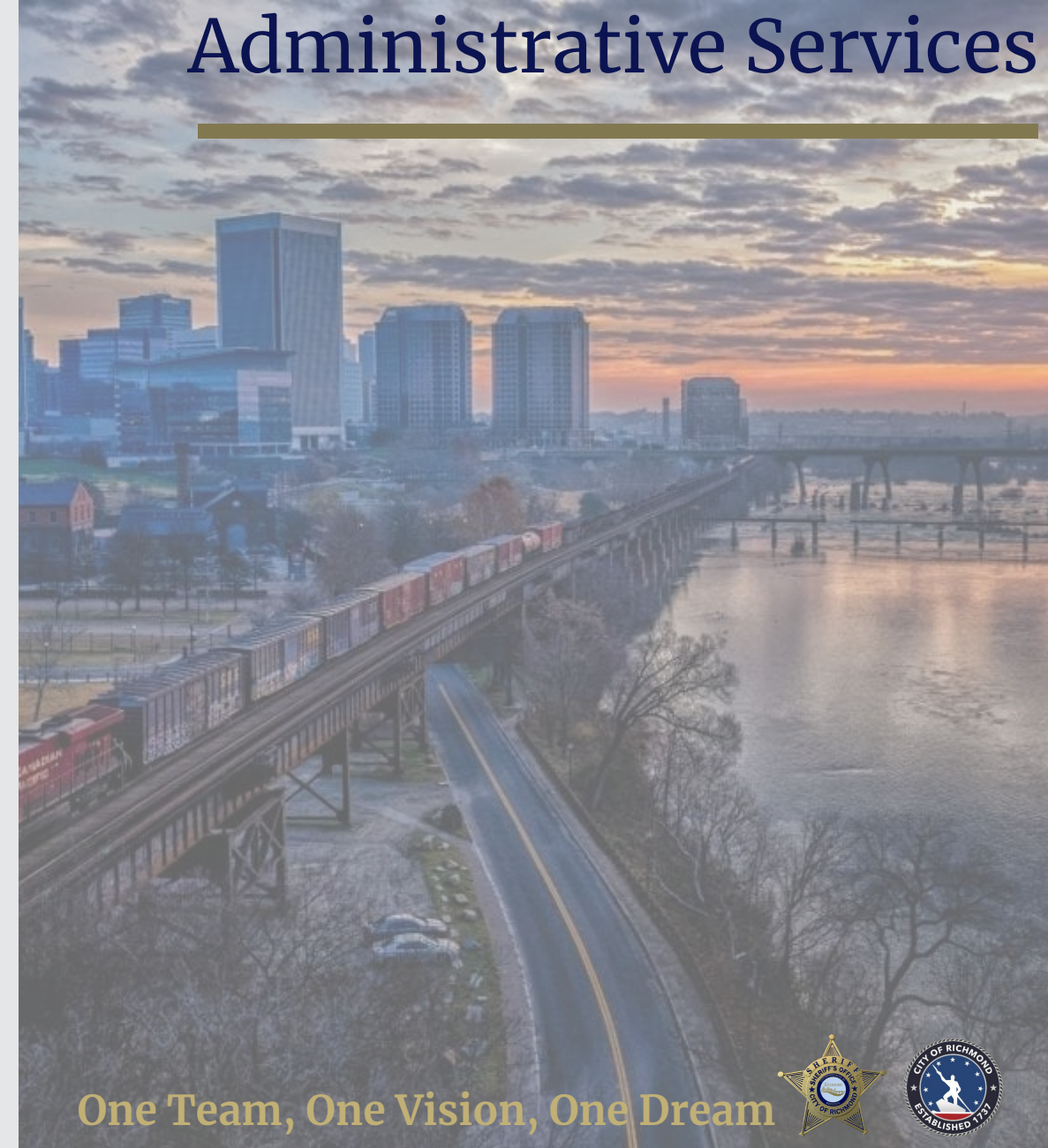
The Richmond City Sheriff's Office Administrative Services Division is committed to ensuring that the Sheriff's Office has a system of maintaining exceptional standards. This division encompasses many facets of managing the office such as the Department of Information Technology, Media Relations, Property & Supply, PREA, and GTL Tablets as well as overall support to all agency divisional needs. Administrative Services establish, evaluate, and change department controls and systems as well as the staff promotional process. Administrative Services also manages all things fleet. Managing, maintaining, and ensuring that the agency's fleet operate efficiently.

This division continues to remain proficient in office technology and equipment such as laptops, computers, mobile phones, desktop phones, virtual machines, copiers, printers, scanners telephones, ID Card Printers, and all things technology based.

Administrative services plan, direct, and coordinate activities that help an organization run efficiently. The specific responsibilities vary, but typically maintain facilities and supervise activities that include recordkeeping, distribution, and office upkeep.

Most often, these tasks relate to supporting an office and include phone, email, and calendar management, internal communications, preparing reports, maintaining office equipment and office supplies, to include some human resources functions.

The Administrative Support Assistant supports the general administrative functions of a wide variety of academic or administrative units. This division ensures to give all customers and users the upmost support and best customer service. This division is ever changing as technology does not remain the same but requires continuous updates. As a whole this division strives to provide the agency with all that is needed to run efficiently.



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Alternative Sentencing

RCSO's **Alternative Sentencing Program** is a community-based supervision and treatment division. The program was developed to provide the use of electronic monitoring to ease institutional overcrowding and allow residents/inmates to gain and maintain employment, as well as, family connections. The Weekend Program was suspended due to COVID-19. However, inmates were given the option to finish their sentences on Home Electronic Incarceration (HEI).



	WR ENROLLED	HEI ENROLLED
JANUARY	5	29
FEBRUARY	5	31
MARCH	5	31
APRIL	4	25
MAY	6	21
JUNE	7	20
JULY	7	19
AUGUST	7	21
SEPTEMBER	6	20
OCTOBER	6	20
NOVEMBER	4	23
DECEMBER	3	27
TOTAL	65	287

Work Release (WR):

Allows offenders who are gainfully employed to serve their jail sentence while working and remaining connected to their community.

Home Electronic Incarceration (HEI):

This program is typically for an individual who has already been sentenced by the court. There are three ways that an individual can be assigned to the HEI program:

- Flat Court Order – Sentencing Judge has ordered an offender to participate in the program.
- Self – Referral – Jail residents may apply to participate in any Sheriff's Office program but would still need a court order.
- Eligible – Sentencing Judge has ordered an offender to participate in the program if he/she meets the Sheriff's criteria. If the offender is eligible, a recommendation letter is generated for review by the commander of Alternative Sentencing.

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Booking - Intake & Release

WARRANTS ANNUAL REPORT	NUMBER OF ARRESTEES	CHARGES PROCESSED	SELF TURN-INS	BONDS	PROCESS ONLY AND RELEASED	INMATES BOOKED	INMATES RELEASED	JAIL ADDITIONAL WARRANTS
JANUARY- JUNE	2,615	5,030	271	282	588	3,296	3,275	258
JULY	455	880	37	48	97	563	524	45
AUGUST	503	953	42	44	127	615	650	64
SEPTEMBER	420	735	36	37	87	526	518	57
OCTOBER	413	801	48	39	97	520	484	56
NOVEMBER	429	1,003	39	32	93	525	521	46
DECEMBER	404	763	22	24	100	513	543	40
TOTAL	5,239	10,165	495	506	1,189	6,558	6,515	566

After an individual is arrested and brought to the RCJC, that person will appear before a magistrate. An arrest warrant will be issued by the magistrate, if the magistrate determines that probable cause exists. If the individual is issued a personal recognizance bond (written promise to appear in court), the individual can leave. If the magistrate issues no bond, the individual will be in the custody of RCSO.

Booking is a process that involves creating an inmate record in a web-based jail management system. This process involves collecting the suspect's personal information. The deputy will record observations, statements, fingerprint and photograph the suspect. In addition, the suspect is asked a series of questions concerning emergency contacts, physical and mental health. A nurse stationed in this area, is responsible for taking a full medical history assessment.

Due to the pandemic, a COVID-19 Early Release Program was established, as well as, Video Arraignments were used in Intake.

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The **Classification System** is designed to objectively assess an inmate's security, custody and treatment needs. This system is used to reach decisions concerning processing, housing and categorizing of inmates. This process initially begins with the interview process where information about the inmate is gathered (jail history, mental health history, medical and overall demeanor). Based on these factors, inmates are then classified based on the best fit for housing and workforce eligibility.

The **Records Division** is critical to the operation of inmates for booking. This department provides quality assurance to ensure inmates are held with the correct charges and that each inmate's hearings reflects their presiding judge's orders.

INMATE POPULATION REPORT	AVERAGE POPULATION
JANUARY	574
FEBRUARY	584
MARCH	613
APRIL	611
MAY	587
JUNE	603
JULY	600
AUGUST	611
SEPTEMBER	595
OCTOBER	595
NOVEMBER	615
DECEMBER	604

WORK DETAIL REPORT	ASSIGNED TO DETAIL
JANUARY	46
FEBRUARY	48
MARCH	63
APRIL	45
MAY	49
JUNE	40
JULY	40
AUGUST	33
SEPTEMBER	31
OCTOBER	35
NOVEMBER	37
DECEMBER	38
TOTAL	505

Classification & Records

	INMATE COURT APPEARANCES	INMATE RELEASES
JANUARY	723	230
FEBRUARY	839	254
MARCH	970	315
APRIL	863	279
MAY	958	275
JUNE	1,145	339
JULY	985	280
AUGUST	1,113	369
SEPTEMBER	986	287
OCTOBER	887	233
NOVEMBER	1,010	290
DECEMBER	950	296
TOTAL	11,429	3,447

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Property & Supply

Property & Supply Division is a support division that is responsible for obtaining pricing, processing, receiving, and distributing orders. This division also ensures the agency's uniform, equipment, radio, and vehicle needs are met.



	CAR INSPECTIONS	SUPPLY ORDER REQUEST	DROP OFF/ PICK UP RADIOS	UNIFORM PICK UP	ID CARDS	DELIVERIES	REQUISITIONS
JANUARY	13	72	3	3	8	400	14
FEBRUARY	12	24	2	6	25	286	24
MARCH	56	17	1	3	18	348	12
APRIL	8	20	2	4	9	241	19
MAY	7	25	4	4	14	255	40
JUNE	42	28	8	5	10	399	29
JULY	11	30	6	5	8	224	14
AUGUST	5	20	8	4	10	303	23
SEPTEMBER	55	27	4	3	17	300	14
OCTOBER	6	23	2	6	12	215	13
NOVEMBER	4	30	1	2	8	220	19
DECEMBER	52	25	0	6	13	285	19
TOTAL	271	341	41	51	152	3476	240

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Facility Security Enhancements

In 2022, the Richmond City Sheriff's Office worked with an architect and security glass vendor to design, plan and install a security glass enclosure in the front lobby of the Richmond City Justice Center.



The enclosure created an increase in the overall security level of the front lobby and provides the safest possible environment for the deputy sheriffs who provide security for our lobby.



Body Scanner Blurb

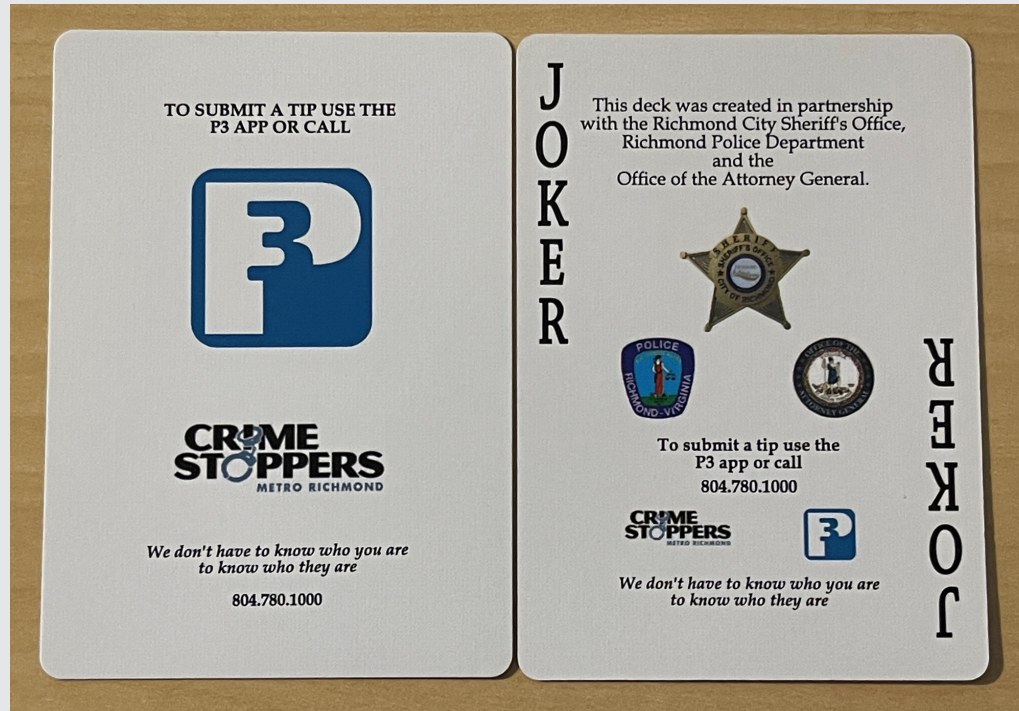
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RCSO Launched Playing Cards Designed to Help Resolve Unsolved Cases

Richmond – Dr. Antionette V. Irving, Sheriff has partnered with the Office of the Attorney General, the Richmond Commonwealth's Attorney's Office, the Richmond City Police Department, and Metro Richmond Crime Stoppers to create a set of playing cards featuring images of the victims of unsolved homicides in the hope the playing cards will generate tips that lead to the resolution of the cases. We feel it is important that we as a law enforcement community help to bring resolution to these cases for the family healing process.

The deck of playing cards features 52 cards in the four standard suits. The front of the card displays the victim's photograph and name, and details about the case. The reverse side includes the P3 TIP LINE information and how to provide information regarding the case. The decks are being distributed to inmates within the Richmond City Justice Center for recreational use in the hope they may have and share information about the crimes.



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Court Services – Transportation

The **Transportation Division** is responsible for transporting inmates from medical appointments, court dates and other correctional facilities throughout Virginia.



OVERALL TRANSPORTS	ADULT TRANSPORT (DOC)	ADULT TRANSPORT MILEAGE	JUVENILE TRANSPORTS	JUVENILE TRANSPORT MILEAGE	PRIVATE VIEWING	EMERGENCY MEDICAL	CLINIC APPT.
JANUARY	0	8,972	4	72	1	0	4
FEBRUARY	6	11,224	2	49	0	1	9
MARCH	25	17,578	4	14	0	2	4
APRIL	41	12,189	5	193	0	0	11
MAY	31	13,320	0	0	0	6	6
JUNE	30	13,891	4	4	0	3	8
JULY	5	11,402	3	65	0	5	13
AUGUST	16	15,312	8	145	0	4	8
SEPTEMBER	16	13,535	9	48	0	3	18
OCTOBER	20	13,025	10	148	0	5	8
NOVEMBER	6	13,260	12	187	0	1	12
DECEMBER	11	12,168	8	136	0	1	12
TOTAL	207	155,876	69	1,061	1	31	113

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Employee and Academy Training

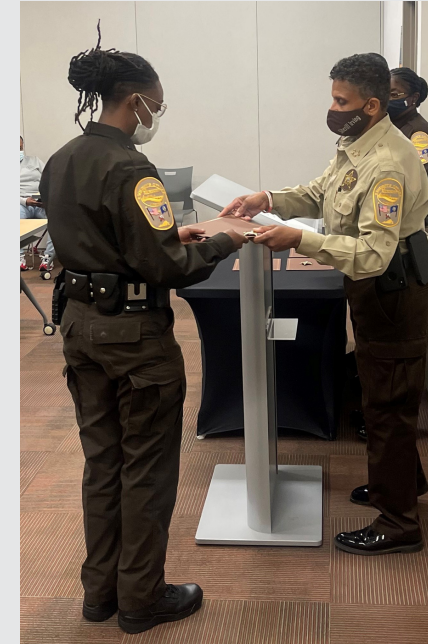
The mission of the Training Division is to provide professional growth and continued development to our employees.

This department has five primary goals:

- 1). Prepare new deputy recruits with the basic skills, knowledge and abilities needed to perform as deputy sheriffs.
- 2). Provide deputies in specialized assignments with specialized training to increase their efficiency and effectiveness.
- 3). Provide continuous in-service training
- 4). Provide deputies possessing leadership and management abilities with advanced training.
- 5). Provide citizens of the City of Richmond with the most effective services possible.

EMPLOYEE TRAINING

- CPR, First Aid & AED = 135
- In-Service = 101
- Annual Firearms Qualifications = 219
- RAAC Belt = 3
- Shock Glove = 27
- PREA/Basic Security = 85
- Supervisor's Class = 20
- Serv Safe Food Handler = 29
- ServSafe = 10
- Mental Health/First Aid (Civilian) = 73
- On-Boarding = 14
- Firearms Instructor = 8
- VCIN = 12
- CIT = 19
- Adani Body Scanner = 26
- Inmate ServSafe Food Handler = 13



ACADEMY GRADUATIONS

15th Basic Academy
March 28 – June 17, 2022
10 Graduates

16th Basic Academy
September 12 – December 2, 2022
5 Graduates



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Court Services – Courthouses

The RCSO is responsible for the John Marshall Courthouse, Marsh-Manchester Courthouse and Oliver Hill Courthouse. It is the policy for us to provide security to all courthouses, all courtrooms and judicial areas in order to protect the integrity of the court, protect the rights of individuals, deter those who would take adverse actions against the court or its participants and maintain the decorum of the court.

A deputy is assigned to a courthouse to maintain the security and integrity of the judicial process including maintaining order in the court, carrying out the directives of the judicial officials, enforcing the laws of the City of Richmond, moving inmates and detainees to and from proceedings and protecting the courthouse staff from harm.



JOHN MARSHALL
400 N. 9th Street
Richmond, Virginia 23219

**New Lobby Entrance
at John Marshall Courthouse**



OLIVER HILL
1600 Oliver Hill Way
Richmond, Virginia 23219



MARSH-MANCHESTER
920 Hull Street
Richmond, Virginia 23224

New Cell Phone Lockers for General Public



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NEW RCSO Resident Programs

- **Trauma Informed Course for Returning Citizens** is to increase awareness and understanding about past and current abuse and abuse patterns to provide a vivid look at the causes of trauma such as childhood abuse and violence as it relates to adult criminality. Residents who participate learn the various types of abuse, the ability to recognize signs and symptoms of abuse and the repercussions of ignoring those signs and symptoms.
- **Forever Healed** provides a nurturing and safe environment, as well as the tools needed for recovery to residents who suffer with grief due to a loss of any kind. Grief can include, but not limited to, abandonment, separation (a divorce or being incarcerated), or the loss of a loved one, family member or friend.
- **HOPE** facilitates small group classes which include institutional new entry orientation, trauma related disorders, financial literacy, and transition planning for long term and post incarceration.
- **A New Path** supports individuals pre-release, creating seamless transition to post release services that include career planning and training, preparation for employment, and supportive employment retention. Post release connections, utilizing a warm handoff strategy, will enhance stabilization and decrease recidivism. Residents must be no less than 21 days pre-release and up to 120 pre-release to participate in this program.
- **Office of Community Wealth Building (OCWB) & Ready to Work** is working to expand and improve the way in which residents are connected to local employers, and supports programs which provides training and development to participants striving to obtain and maintain well- paying, sustainable occupations.
- **ART** during the first five minutes of class students meditate to gain mental health stability, and clarity. They are told to release themselves from inside of the building, choosing a place of peace. Once mediation ends, there is a voluntary sharing period among students and facilitator. After the sharing period, students draw and color what their emotions would look like. Music is played in the background to assist with relaxation. Additionally, different topics are discussed to include, but not limited to, Substance Use Disorders, mental health and self-awareness (perceptions of self, thought processes, feelings and emotions).
- **Yoga** a proven scientific method taught to residents by a certified instructor. Residents learn the benefits of yoga that are inclusive of mindfulness, relief from stress, anger and anxiety. Residents learn self-awareness and increase behavioral control.
- **RECOVERY Program** offers recovery support services to residents during incarceration and post release. The program provides hope and recovery through continued personal contact from successful recovery people (program alumni). The program also offers weekly re-entry readiness classes, consisting of resume building, job interviewing, and networking. Emphasis is placed on identifying barriers to employment and recovery, solutions to those barriers, and increasing internal and external resources upon re-entry.

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RCSO Resident Programs That Continued

- **Anger Management** – 8 weeks, Group to discuss, identify and understand what Anger is and try to create a thought process throughout the group to help with reacting to that anger. (OAR)
- **Grief and Loss** – 6 weeks, group to discuss the loss of a loved one or someone close that was lost, even to discuss the loss of freedom. Define and understand what grief is and where in their grieving process they may be. (OAR)

- **Health Brigade**

Purpose is to increase knowledge of HIV/AIDS, sexually transmitted infections, Hepatitis transmission, prevention and risk reduction strategies, appropriate community responses, and providing local resources. (GRACE)

Harm Reduction – Substance Use Management is an evidence-based psycho-education group that will meet weekly over the course of eight weeks. Participants will identify their individual goals/changes with substance use. Residents will receive education on how to use drugs safer, poly-substance use risk, and to engage with harm reduction techniques for substance use. (G.R.A.C.E. and General Population)

- **Healthy Relationships** – 6 weeks (curriculum of volunteer from Planned Parenthood that comes in), group to discuss the definition of a healthy relationship in all aspects of mind and body, component of sexual education and anatomical understanding, being able to understand and point out toxic traits and unhealthy relationships from healthy, safe relationships. (OAR)
- **Men's Empowerment** – 6 weeks group that was first introduced 8/2019. Lynn-Ellin Z., one of our volunteers and group facilitators, created this curriculum to highlight the importance of how incarcerated men very rarely feel empowered or know what that means. This group discusses what it means to be a man in today's society and discuss how that has shaped them. It discusses what it is to be empowered and how being incarcerated men has affected them in their lives and how society views them. They talk about male role models in society to also help empower with their stories of struggle and resilience. (OAR)
- **MHJPP Wellness Group** – now known as CHANGE Program is a collaboration between the Richmond City Justice Center, Richmond Behavioral Health Authority and OAR of Richmond. The Mental Health Wellness Group is an opportunity for individuals to learn about signs and symptoms of mental illness and co-occurring disorders, as well as, safe and effective coping strategies for improved mental and emotional well-being. (CHANGE)

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RCSO Resident Programs That Continued

- **CHANGE (Jail Mental Health Program)** is a collaboration between the Richmond City Justice Center, Richmond Behavioral Health Authority and OAR of Richmond to provide individuals with mental health treatment, clinical case management and re-entry services during their period of incarceration at RCJC. In addition, ongoing treatment and case management services will be provided, if appropriate following their release. **Participation in the JMHP is voluntary and residents must be willing to attend all scheduled programming. (CHANGE)
- **MRT- Moral Recognition Therapy®**, is an evidence-based practice that focuses on the Cognitive Behavioral Model of treatment. MRT is a 12-step program like any other 12-step that is designed for participants to advance at their own pace. Each participant is assigned a workbook that they do assignments in. MRT's focus is to teach individuals how to escape their own prison while also teaching them how to take responsibility for their own actions. (G.R.A.C.E.)
- **My Brother's Keeper (MBK)** - MBK seeks to engage one another as acquaintances, empower one another as friends, and to encourage one another as brothers. MBK equip men through small group study workshops at RCJC and retreats, conferences and seminars for returning citizens. Wherever a man may be on the journey of life, we provide encouragement, support, guidance, and opportunities for personal and spiritual growth, all wrapped in a package of brotherly love. (12 Weeks – 2 Hours per week) (Education/Re-Entry) (Virtual)
- **NAMI In Our Own Voice Presentations**- designed to provide personal perspective of mental health issues and change attitudes, assumptions, and ideas about individuals with mental health conditions. It provides an understanding that people with mental health conditions have lives enriched by hopes, dreams, and goals and provides information on how to learn more about mental health and get involved in services. (CHANGE)
- **NA/AA** Provides educational groups on the principles of Narcotics (NA) and Alcoholics Anonymous (AA). Participants discuss 12 steps, triggers, sponsorship, accountability, and motivation. (GRACE/Re-Entry)
- **The READ Center** provides remedial reading tutoring to students who test below 7th grade on the TABE test. They are critical in providing assistance to those RCJC residents who struggle with literacy.

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RCSO Resident Programs That Continued

- **Re-Entry Supportive Services** in the areas of housing, employment, Community Resources (i.e. child support, medical & mental health, family/parenting/substance abuse counseling, Veterans), Birth Certificate, DMV ID, & Supervised Probation. Please complete the Transitional Plan and the Re-entry team will provide a comprehensive plan to address the services needed for a successful re-entry. If you do not receive a Transitional Plan within 72 hours of being housed at the RCSO, please request one from a member of the Re-Entry team via tablet. (Re-Entry).
- **Ready to Work** – Interested in learning about more ways to succeed upon release (6-9 months prior) in the areas employment, banking and money management, resume writing, interviewing, educational opportunities, and many more topics with Seminars/Resource Week related to Ready to Work sessions? Then join us in our proven skilled-based program, Ready to Work, where Re-entry staff, Community Resource partners, and residents learn together in-depth information and skill-building activities that are needed for independence and successful re-entry to the community. (Re-Entry)

- **Richmond City Public Schools (Education)**

High School Equivalency provides GED® instruction and testing for students who are above the age threshold or who are ineligible for the special education program also provided in RCJC.

Provide special education and related services in accordance with Individualized Educational Program (IEP) for the duration of the education program (instructional programming must be available 12 months per year if required by an IEP) for residents age 21 and younger.

- **Think About It** – 6 weeks, Cognitive Behavioral Therapy Group that discusses life before incarceration and how their childhood/adolescence has impacted their behaviors and actions up until now, their life now and how change is important, and making decisions for their future after incarceration. Thinking about all of the aspects that have played a part in their lives to understand themselves and have a realistic understanding and plan for their future. (OAR)

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RCSO Resident Programs That Continued

Vocational Programs: (Collaboration of Education w/ Re-Entry for monitoring) All classes currently virtual.

Barbering I

- Theory study of the structure and function of the skin, common skin disorders, and scalp and hair disorders are the focus of this semester. Hands on classes include providing facial massages, rendering plain facials, and barbering services, such as, cutting hair, styling hair, preparing customers for haircuts. The conduct required for a successful barber is stressed along with successful relationships with employers, clients, and coworkers. (75 Hours Total/25 classes = 3 hours each)

Carpentry I

- This course provides the student with information, knowledge and skill level in rough and finish carpentry. The course will cover hand and power tools, construction of a house/storage shed and other structures. Instruction will focus in the area of framing, construction materials, building codes, and site preparation. (75 Hours Total/25 classes = 3 hours each)

Commercial Driver's License (CDL)

- The program trains individuals in job entry-level employment in the transportation industry. Students are taught the Federal Motor Regulations as they apply to the operation of commercial vehicles. The outcome of this program is that an individual will obtain a Class "A" or "B" Commercial Driver's License and employment as entry level commercial vehicle driver.

Cosmetology I

- This course allows a student to gain a basic understanding of skills required to become a cosmetologist. The student will be required to demonstrate an understanding of procedures and methods to complete the following tasks: manicure/pedicure, facials, body massages, shampooing, rinsing, scalp and hair care, finger waving, hair styling, permanent waving, hair coloring, hair sculpting and bacteriology, makeup, haircutting and sanitation methods. (75 Hours Total/25 classes = 3 hours each)

Culinary Arts

- ServSafe® is the training that is learned, remembered, shared and used, and that makes it the strongest food safety training certification.
- Cooking – Students will begin with cooking theory and move onto hands-on cooking and food preparation by using a variety of food types. Food Handlers Certificate & ServSafe Certificate Exam is administered.
- Students will begin with Cooking Theory and move onto hands-on cooking and food preparation by using a variety of food types. (75 Hours Total/25 classes = 3 hours each)
- Food Handlers Certificate & ServSafe® Certificate.

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RCSO Resident Programs That Continued

Electricity I

- Fundamental Calculations & Wiring - This program consists of electrical theory, AC/DC fundamentals, electrical wiring, Ohm's Law, devices, circuits, blueprint reading, Electrical Code application to home, business, and industries. National Electrical Code, trade math, trade terminology, and some trade science and physics will be introduced. (75 Hours Total/25 classes = 3 hours each)

Forklift Training

- This course is designed to empower the participant with the skills and knowledge to safely and productively operate rough terrain forklifts (within the scope of the construction industry). The “forklifts” used in this training include telehandlers/extended-reach and rough-terrain/straight-mast forklifts. The repetition of these learned skills will enable the participant to recognize potentially dangerous conditions and avoid accidents. Training will include: Safely drive, maneuver, lift, place, and retrieve with a telehandler/extended-reach forklift and straight-mast forklift. • Identify the requirements for brakes and warning devices on a forklift. • Demonstrate watering down training surface to avoid silica exposure. • Operate the forklift in a smooth, safe manner on rough terrain. • Explain Cal/OSHA regulations, principles of the center of gravity, the fulcrum, and the stability triangle. • Calculate the lifting capacities of the forklifts. This class is four hours, twice a week. An exam is administered. (10 - 12 Hours Total)

HVAC&R I

- This course is the beginning course for a service technician. It will include safety, refrigeration fundamentals, thermodynamic principles, tools and equipment, system components, installation procedures, refrigerants, EPA regulations, soldering, and brazing techniques. The class will be 90% classroom theory and 10% practical application. (75 Hours Total/25 classes = 3 hours each)

Landscaping I

- Landscaping offers skilled workers satisfying career opportunities in varying working environments. The expanding and evolving green industry keeps skilled workers in high-demand occupations with educational and leadership opportunities. This course focuses on preparing students for entry-level employment and advancement in landscape design, landscape construction, equipment repair, landscape maintenance and business ownership. (75 Hours Total/25 classes = 3 hours each)

Nail Technology I

- Students will learn how to recognize healthy nails and skin, as well as, nail and skin disorders and provide services to enhance the look of their client's hands and feet by performing manicures, pedicures, applying sculptured nails, gel nails, nail tips and nail wraps using the latest nail technology while following proper sanitation, disinfectants, and safety procedures. Students will also learn how to handle the business aspects of this profession. (75 Hours Total/25 classes = 3 hours each)

NCCER

- The National Center for Construction Education and Research (NCCER) Core Curriculum is a prerequisite to all other Level 1 craft curriculum. Its modules cover topics, such as, Basic Safety, Communication Skills and Introduction to Construction Drawings. Completing this curriculum gives the trainee the basic skills needed to continue education in any craft area he or she chooses. (42 Hours Total/ 14 classes = 3 hours each)

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RCSO Resident Programs That Continued

Vocational Certifications: (Offered through the NCCER Class)

OSHA 10

- Construction training teaches safety awareness and helps each worker recognize and reduce the risks of job site hazards. This training teaches OSHA standards and covers safety and health hazards workers may face on construction work sites with a special emphasis on hazard identification, avoidance, control and prevention. OSHA recommends workplace safety training for a safe and healthful work environment. (10 Hours Total)

NSC First Aid

- Through a combination of hands-on activities, group discussion, and video presentation, the 3-hour NSC First Aid course gives the student all the background information needed to feel confident in the event of an emergency. (3 Hour Total)

NSC CPR/AED

- Participants learn choking care for responsive adult or child, CPR, and AED. The 3 hour CPR and AED course prepares anyone to respond to choking, breathing and cardiac emergencies—and how to use an automated external defibrillation unit in conjunction with CPR. This NSC® course meets the latest CPR and ECC Guidelines using a combination of instructor, Video-Self-Instruction and hands-on training. (3 Hours Total) NSC = National Safety Council

ServSafe® Food Handler

- Training and assessment program is a complete solution that delivers consistent food safety training to employees. Students can earn their certification after the successful completion of this course (3 Hours)

ServSafe Manager

- Program provides food safety training, exams and educational materials to food service managers. Students can earn their certification after the successful completion of this course. (8 Hours)

Who's on Your Bus – 6 weeks, Cognitive Behavioral Therapy Group that discusses if metaphorically you are driving your bus through life, who was on that bus leading up to incarceration? Who is in your bus now? Who will be on your bus in the future after incarceration? Discussing values and beliefs of oneself before and during incarceration and how they have changed, discusses behaviors and actions before incarceration and during and then what kind of behaviors and actions they want to make in their future and how those are different, discusses support systems and those they want to have on their “bus” moving forward, discusses realistic short term and long term goals and discusses emotional regulations and what is within and what is out of their control and how that impacts our lives. (OAR)

Women's Empowerment – 6 to 8 weeks (depends on facilitator), Group that discusses what it means to be a woman in society and in incarceration, how it impacts our lives and behaviors, discuss what empowerment is and how to feel more empowered. They talk about female role models in society to also help empower with their stories of struggle and resilience. (OAR)

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Community Outreach

• **Are You Okay? Program:** RCSO's "Are You Okay?" Program is designed to support the safety and well-being of senior citizens in our city. Our mission is to help them overcome isolation, abuse, and barriers that often occur when family and support members are not readily available to care for them. **Average**

Number of Participants: 40

• **Project Lifesaver International:** Project Lifesaver was established in April of 1999 as an initiative of the 43rd Search and Rescue Company of the Chesapeake Sheriff's Office. The RCSO has adopted this program. Project Lifesaver's mission is to use state of the art technology in assisting those who care for individuals with intellectual or developmental disorders such as Alzheimer's, Autism, Down Syndrome, and other Related Mental Dysfunction Disorders (ARMD) and individuals that become lost. These individuals with special needs are our most vulnerable population in our community.

Average Number of Participants: 42

• **Community Safety & Wellness with Food Distribution:** The monthly Community Safety, & Wellness Program works with a large variety of resource partners in Richmond to provide medical resources and screenings as well as address the food desert crisis facing disadvantaged communities in Richmond where it is difficult for residents to buy affordable or good-quality fresh food.

Average Number of Participants: 850

• **Prescription Drug Take Back Program:** The RCSO participates in the U.S. Drug Enforcement Administration (DEA) National Prescription Drug Take Back events. In addition, our office has an ongoing program whereby citizens can drop off their prescription drugs on an ongoing basis to ensure the proper disposal of unused, unwanted, or expired medications to protect the environment and prevent the misuse of drugs for recreational purposes.

Average Weight Collected: 15lbs.

• **Gun Safety Program:** The RCSO Gun Safety Program promotes firearm safety and education through the distribution of safety education materials and free firearm safety kits. The safety kits include gun boxes and gun locks. This program is designed to reduce firearms accidents, theft, and misuse.

Number Kits Distributed: 300

• **Community Outreach Activities:** In addition to the RCSO signature community outreach programs, the Sheriff and our staff participate in various outreach activities and programs each month with numerous community partners and Richmond Public Schools. These activities include administering National Child Safety kits to provide parents and guardians a convenient way to obtain and store their child's important identification information.

Participated in 95 Community Events. Distributed 500 Child Safety Kits

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Community Outreach



911 Remembrance Ceremony



CBS6 Anthem Lemonade



RCSO Quarterly Blood Drive



Court Jesters Community Basketball Game



14th Annual Back 2 School Rally

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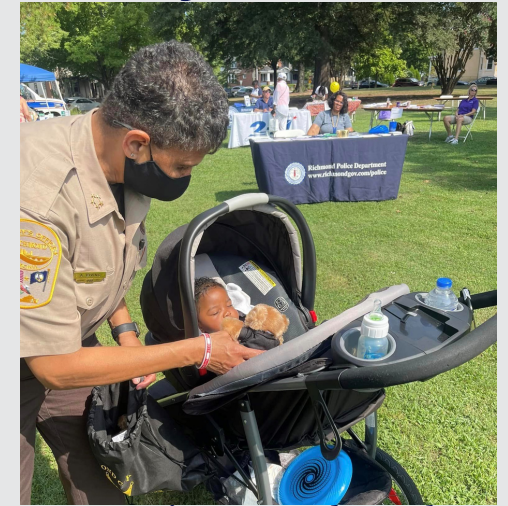
Community Outreach



Dominion Energy Family Easter @ Maymont



Community Pop-Up at Gilpin Court



Senior Day at the Park



WE CARE Community Festival



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Community Outreach



Longest Day Bowling with a Purpose



Richmond Public Schools Flag Football Game sponsored by the Washington Commanders



JPJF 5th Annual Autism Walk & Community Festival



Public Safety Day with the Roadrunners



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Community Outreach

Mary Scott Preschool PINK OUT Parade



National Night Out -
Citywide



Monthly Community
Safety & Wellness
with Food Distribution



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Community Outreach



Touch-a-Trunk with Junior League



Christmas Parades -
City of Richmond and Petersburg



WaWa with the Law with Special Olympics



Night to Shine with Tim Tebow Foundation



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Trunk or Treat



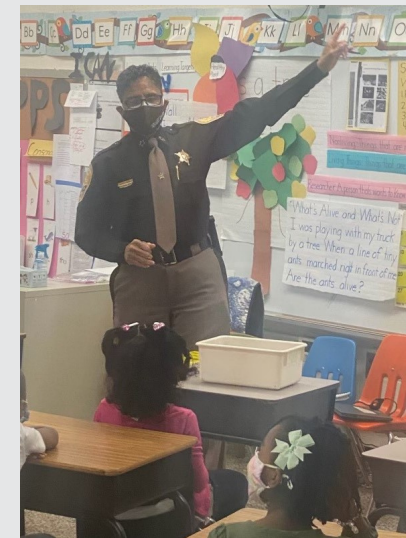
Community Partners



National Sheriff's Association (NSA) National Conference



Radio One Toy Drive Kickoff



Read Across America

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**Thank You
For Allowing Us To Serve
You And This Great City**



RICHMOND CITY SHERIFF'S OFFICE

