



# Richmond City Sheriff's Office

OFFICE OF THE SHERIFF  
2018 Annual Report





# MESSAGE FROM THE SHERIFF

Dr. Antionette V. Irving, **Sheriff**, City of Richmond

As the new Sheriff for the City of Richmond, I thank the citizens for the trust and confidence placed in me for such a successful year. As we enter into the end of the year at the Richmond City Sheriff's Office, we are proud of serving the citizens with excellence and ensuring we provide the best level of customer service to all who interact with the various departments of the Richmond City Sheriff's Office.

The Richmond City Sheriff's Office is one of the largest sheriff's offices in the Commonwealth of Virginia with nearly 500 sworn and civilian staff members. We are responsible for the operation of the Richmond City Justice Center, as well as, the safety and security of the residents in our jail. We are also responsible for the safety of the citizens, judges, and staff at our three courthouses: John Marshall, Marsh Manchester, and Oliver Hill. The Richmond City Sheriff's Office provides service of civil process and the execution of court ordered documents, transportation of inmates, and the safety of the general public.

As this era of change in the City of Richmond continues, we look forward to building proficient relationships and partnerships with different Richmond agencies and those of our neighboring jurisdictions in the Central Virginia region. We look forward to continuing working with Mayor Levar Stoney and his administration, the members of City Council, Interim Deputy Chief William Smith and the officers of the Richmond Police Department, Chief Melvin Carter and members of the Richmond Fire Department, the Richmond Ambulance Authority, as well as, all other leadership and servant leaders of the Central Virginia community.





# RICHMOND CITY SHERIFF

Dr. Antionette V. Irving, **Sheriff**, City of Richmond

Sheriff Irving is a proud native of the City of Richmond and product of Richmond Public Schools. She grew up in the Church Hill of Richmond to include the city's Creighton Court public housing project. After graduating from Armstrong-Kennedy High School, her strong work ethic drove her to become a college basketball standout, eventually being named to 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. Sheriff Irving is a committed mentor, civic leader, and philanthropist in the City of Richmond, volunteering within the community as well as with the Saint Paul's Baptist Church and the Salvation Army Boys and Girls Club.

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 Northcentral University. Sheriff Irving's numerous honors and recognitions include:

- 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
- Advisory Council Member and Volunteer, Salvation Army Boys and Girls Club
- Leadership Metro Richmond, graduate 2008
- YWCA Women of the Year in Government and Politics, 2002 honoree
- Golden Life Member, Delta Sigma Theta Sorority, Inc.
- Charter Member, Henrico County Alumnae Chapter, Delta Sigma Theta Sorority, Inc.





**Our Mission:** To maintain a secure jail and a safe court system along with seamless inmate transport and civil process to preserve public safety. We remain committed to performing these duties with unsurpassed integrity and professionalism, with progressive training that incorporates best practices and technology. While partnering with the community, we strive to lower recidivism by providing programming that empowers 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.

**Our Values:**

- Preparing future leaders
- Engaging everyone in the process
- Optimizing our strengths
- Participating in collaborative teamwork
- Leading by example
- Embracing change in order to move forward

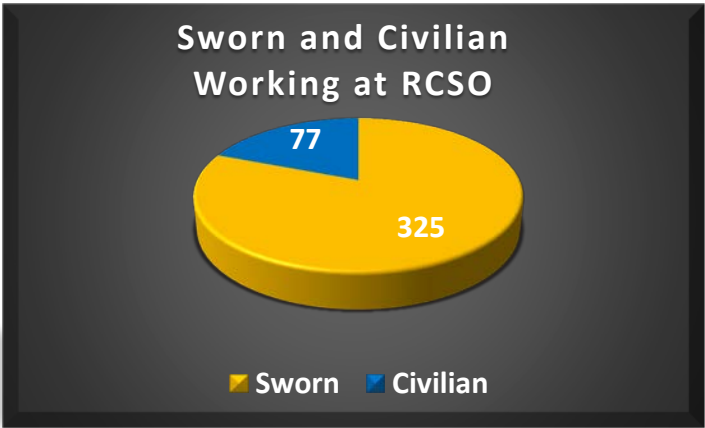


# HUMAN RESOURCES: RECRUITING

The mission of the **Human Resources Department** is to identify and respond to the needs of the Richmond City Sheriff’s Office, workforce, and the communities we serve. This department upholds their mission by focusing on one of our most valuable assets – our employees.

**The recruitment goals that this department focused on this year was the following:**

- To hire qualified Criminal Justice graduates with related majors from area colleges and universities by implementing a structured student engagement process.
- To reduce the number of vacancies by 10% each month by engaging the community through on-site and media activities.
- To increase employee engagement opportunities for hiring by offering incentives.
- To streamline the application process



Job Fairs/Hiring Events

Months (2018)	New Applications Received (Sworn)	Number of Recruiting Events & Names Collected
JANUARY	28	
FEBRUARY	25	3 EVENTS; 37 NAMES
MARCH	21	4 EVENTS; 27 NAMES
APRIL	17	
MAY	17	
JUNE	12	
JULY	14	
AUGUST	17	4 EVENTS; 45 NAMES
SEPTEMBER	15	5 EVENTS; 46 NAMES
OCTOBER	24	5 EVENTS; 36 NAMES
NOVEMBER	34	
DECEMBER	21	
TOTAL	245	21 EVENTS; 191 NAMES



**Re-entry Services** has begun its recruitment of residents (Security levels 6, 7 & 8) willing to improve their life upon release. The Re-entry Program will increase the participants' future marketability skills for employment and provide transitional tools needed for a successful reintegration into society. The Re-entry Program supports the Richmond City Sheriff's Office's commitment to residents being "Work Ready, Home Ready & Community Ready" upon their release.

## Re-Entry Services

# INTERNAL PROGRAMS

### Provided Services:

- **Ready-to-Work:** learning about more ways to succeed upon release in the areas of workforce development, life skills and ways to continue education
- **Case Planning**
- **Housing**
- **DMV- Driving record information**
- **Birth Certificates**
- **Federal Bonding Letter Program**
- **Workforce:** employment, education, training and career information
- **Probation & Parole:** Home Plan and "Making it on Supervision Seminars"
- **Vocational Training: Job Training Certifications:**
  - ServeSafe (food industry)
  - Cosmetology
  - Nail Technology
  - Carpentry
  - Electrical
  - OSHA
  - HVAC
  - Plumbing
- **Re-entry Resource Fair**
- **Family Reunification Seminars**

RE-ENTRY SERVICES ANNUAL REPORT	MEN	WOMEN
RESOURCE FAIR PARTICIPANTS	49	21
READY-TO-WORK PARTICIPANTS	43	38
FULL & PART-TIME JOBS	22	4

## Education

- **GED High School Equivalent**
- **Open Minds Program:** brings in college students from VCU. The course offerings vary every semester; however, they include: Writing and Social Change, Gender Studies, African American Literature and Zen Buddhism and Creative Writing. RCJC residents are held to the same standards as the VCU students and given the same assignments.
- **Rams in Recovery:** has been having educational/recovery sessions geared toward our younger residents. The session is an educational class on the history of recovery and addiction.
- **Educational Offerings:**
  - Mary Theobald's Writing Workshop
  - Richmond Story House
  - Special Education
  - Education Release

## Education Annual Report

**GED Graduates: 4**

**Richmond Story House: 3 Sessions; 30 Residents**

**Open Minds: 15 Students from VCU partnered with 15 Residents**

## Mental Health Jail Pilot Program (MHJPP)

This program is a grant funded collaboration between the Richmond City Sheriff's Office (RCSO), Richmond Behavioral Health Authority (RBHA), and OAR of Richmond. This service provides individuals with mental health and substance use treatment, as well as, clinical case management re-entry services during their period of incarceration at the Richmond City Justice Center (RCJC).

### **Services Provided:**

- Ongoing treatment and case management services will be provided, if appropriate, following release from RCJC
- Voluntary participation in the MHJPP
- Diagnostic assessment
- Group & Individual therapy by licensed clinical staff, as well as, Peer-Led groups
- Pro-social groups
- Anger Management
- Education support services
- Individual case management
- Treatment within the MHJPP is individualized, based on the assessment of each participant's needs.



G.R.A.C.E. PROGRAM	MEN	WOMEN
JANUARY	47	11
FEBRUARY	41	16
MARCH	44	12
APRIL	36	13
MAY	39	5
JUNE	43	13
JULY	42	9
AUGUST	46	11
SEPTEMBER	37	6
OCTOBER	33	8
NOVEMBER	28	10
DECEMBER	32	16
<b>TOTAL</b>	<b>468</b>	<b>130</b>

## GRADUATES OF THE G.R.A.C.E. PROGRAM:

# 17

An opportunity afforded to the residents at the Richmond City Sheriff's Office. It is a voluntary substance abuse treatment program available to those sincerely seeking a change. It is a change that comes with commitment, hard work and enthusiasm. Our program staff assists residents in developing competencies through evidence-based programming. Our primary goal is developing the whole person returning to society.

### Services provided:

- Men and Women Substance Abuse Therapeutic Communities
- An average in-house stay is 90 days to 9 months
- Case Management Monitoring
- NA/AA Meetings
- Weekly Community Speakers
- DOC/RCSO Work Release





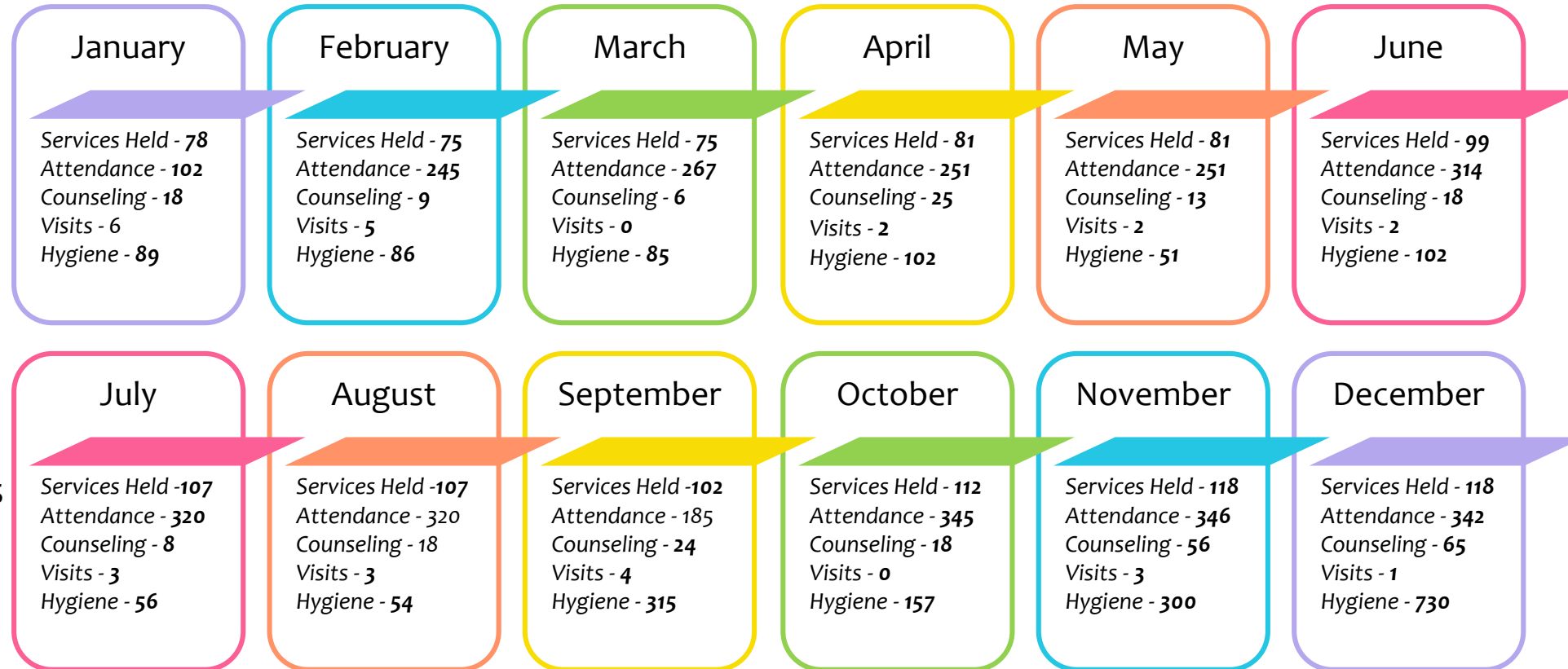
## RELIGIOUS SERVICES

# INTERNAL PROGRAMS

The Chaplain Program provides opportunities for residents to voluntarily pursue their religious beliefs and practices. The chaplain and volunteer chaplains provide additional services to all residents in the facility regardless of their religious affiliation.

**Additional Services:**  
Pastoral confidences  
Spiritual guidance  
Bereavement  
Crisis counseling

**Stats for 2018:**  
Services Held  
Residents Attended Services  
Received Counseling  
Bereavement Visits  
Hygiene



# COMMUNITY CUSTODY

The Richmond City Sheriff's Office **Alternative Sentencing Program** concept 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.

	WR Enrolled	HEI Enrolled
JANUARY	11	14
FEBRUARY	17	13
MARCH	14	10
APRIL	13	12
MAY	14	12
JUNE	16	13
JULY	12	13
AUGUST	16	16
SEPTEMBER	16	18
OCTOBER	17	23
NOVEMBER	17	20
DECEMBER	12	17
<b>TOTAL</b>	<b>175</b>	<b>181</b>



**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 Community Custody.

**Misdemeanor Community Service Program (MCSP):** This program is used as an alternative to traditional incarceration ordered by the court. Individuals report on Saturday and Sunday mornings at 9:30 a.m. and are released each day at 2:30 p.m. During the time in the MCSP Program, the individual will complete community service projects in the City. During the program, the individual resides at home and reports on the two specified days.

**New Environment Action Team (NEAT):** Participants report during the work week (Monday-Friday).

While in the NEAT Program, participants will complete community service projects in the City, and the individual resides at home and reports on the specified days.

**Weekend Program:** Individuals are court ordered to serve their jail sentence on the weekend. The offender participates in community service projects during the day on the weekend and resides at the Richmond City Justice Center at nights on the weekend.

**Education/School Release Program:** Allows offenders who are enrolled in school to continue their education while serving a jail sentence and remain connected to the community.

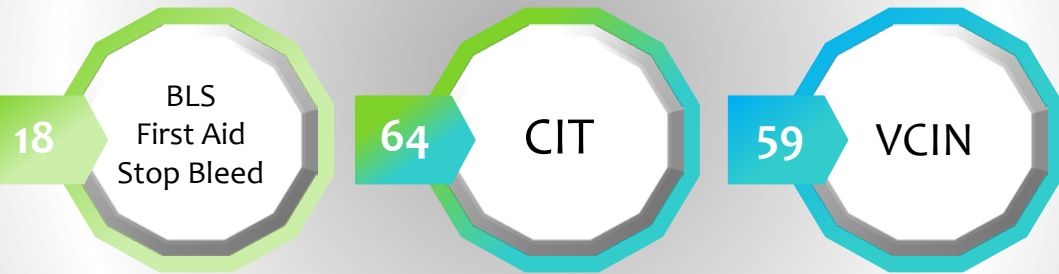
**“Work Ready, Home Ready & Community Ready”:** This program will assess, identify and link residents with resources and services specific to their needs which include education, employability skills/job training/vocational, financial literacy, health and human services, family reunification and mediation, housing, and transportation. These components are accomplished through collaboration and partnerships with community agencies (local, state, and federal), faith-based organizations, families, criminal justice system, workforce partners and the Virginia Department of Corrections (DOC).

**DOC Work Release Program:** allows DOC offenders to serve their DOC sentences at the jail in a work release program.





## NUMBER OF DEPUTIES COMPLETED TRAINING OF 2018



## EMPLOYEE AND ACADEMY TRAINING

The mission of the Training Department 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.

### Supplementary Information:

53 CIVILIANS were trained in  
MENTAL HEALTH FIRST AID

## ACADEMY GRADUATIONS

8th Basic Academy

March 23, 2018

9th Basic Academy

November 2, 2018

9th Basic Academy completed:

INCIDENT COMMAND SYSTEM TRAINING

100, 200, 700 and 800





# Grant Funding

## **U.S Department of Justice/Office of Justice Programs/Bureau of Justice Assistance 2nd Chance Act: Innovations in Re-entry Initiative: Reducing Recidivism Through Systems Improvement**

The Richmond City Sheriff's Office (RCSO) applied for and received funding in the amount of **\$500,000** to be used over 3 years. This funding provides for technical resources and assistance necessary to identify assets and gaps in re-entry systems. It also develops the capacities and partnerships with other justice agencies to provide services that reduce recidivism, crime and improve public safety.

The award will fund the Richmond Retooled Re-entry Program, which is a comprehensive plan that will provide strategies for successful resident reintegration into the community. The program will assess, identify and connect residents with resources and services specific to their needs. The wrap-around services include education, employability /job training/and vocational skills, financial literacy, health and human services, housing, and transportation. This will be accomplished through collaborating and partnering with community agencies (local, state, and federal), faith-based, families, the criminal justice system, and workforce partners. Each resident will receive pre- and post- release services.

### **Fall 2018 Justice Assistance Grant (JAG): Recruitment, Retention, & Training**

This nine month grant, funded via the Department of Criminal Justice Services (DCJS), is for law enforcement agencies that face difficulties in providing funding for one or more of the following areas: Equipment & Technology, Training, Staffing, Recruitment & Retention, and Programs.

RCSO applied for and received **\$46,950** which will provide for recruitment advertising, remote recruitment equipment and supplies, training supplies, and crisis intervention training. This funding will greatly enhance the ability of RCSO to attract and retain the highest caliber of talent for its staffing vacancies.

### **Fall 2018 Mental Health Jail Pilot Program Grant (MHJPP)**

The agency partnered with OAR and Richmond Behavioral Health Authority (RBHA) again to apply for the MHJPP grant provided by the Virginia Department of Criminal Justice Services. The RCSO was awarded a grant in the amount of **\$466,673**.

***In 2018, the RCSO was awarded grants totaling \$1,013,623.***



# Grant Funding

## U.S Department of Justice/Office of Justice Programs/Bureau of Justice Edward Byrne Memorial Justice Assistance Grant (JAG) Program

### FY 2018 Local Solicitation

RCSO partnered with the Richmond Police Department to apply for JAG funds which may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice programs.

RCSO was awarded **\$18,112.50** to be used for ballistic resistant vests. This critical life-saving equipment will contribute to the overall safety of sworn staff as they are performing their duties in the community.



In this department, the deputies enforce rules and keep order, supervise the activities of inmates, search for contraband items, inspect facilities to ensure standards are met and aid in the rehabilitation and counseling of offenders. All deputies acquire new knowledge, skills and insights that will help them further and better perform their duties by maintaining safety and security within the jail.

# JAIL OPERATIONS

WARRANTS ANNUAL REPORT	PEOPLE TRANSPORTED	PEOPLE REPORTED	RELEASED ON SUMMONS	COMMITTED WITH BOND	COMMITTED WITHOUT BOND	TOTAL WARRANTS PROCESSED
JANUARY-JUNE	53	160	37	31	80	692
JULY	13	61	20	24	25	149
AUGUST	13	47	13	22	24	135
SEPTEMBER	3	26	21	10	8	92
OCTOBER	4	43	15	38	9	60
NOVEMBER	5	48	9	30	10	61
DECEMBER	5	30	5	25	3	46
TOTAL	96	415	120	150	159	1,235

JAIL SECURITY ANNUAL REPORT	CONTRABAND (DRUGS)	SHAKEDOWNS
JANUARY	8	105
FEBRUARY	6	124
MARCH	14	103
APRIL	20	99
MAY	4	114
JUNE	12	113
JULY	11	94
AUGUST	9	99
SEPTEMBER	4	100
OCTOBER	5	92
NOVEMBER	31	133
DECEMBER	2	145
TOTAL	126	1321



# RECORDS

This department 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.

RECORDS YEARLY REPORT	VIDEO/ TRANSPORTS	RELEASES
JANUARY	1255	342
FEBRUARY	1311	473
MARCH	1298	465
APRIL	1377	551
MAY	1193	410
JUNE	1338	390
JULY	1272	417
AUGUST	1160	333
SEPTEMBER	1170	326
OCTOBER	1196	404
NOVEMBER	983	383
DECEMBER	915	334
<b>TOTAL</b>	<b>14,468</b>	<b>4828</b>

## DOC MOVEMENT & CERTIFICATION

Transported to DOC: **320**

DOC Certified Records: **1624**





# BOOKING-INTAKE



After an individual is arrested and brought to the Richmond City Justice Center, 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 the Richmond City Sheriff's Office.

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 and 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.

# CLASSIFICATION DIVISION

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.

CLASSIFICATION POPULATION REPORT	AVERAGE	DETAILED REPORT	ASSIGNED TO DETAIL
JANUARY	958.10	JANUARY	18
FEBRUARY	941.25	FEBRUARY	38
MARCH	923.10	MARCH	42
APRIL	940.13	APRIL	46
MAY	926.68	MAY	40
JUNE	934.20	JUNE	52
JULY	921.77	JULY	38
AUGUST	876.23	AUGUST	21
SEPTEMBER	842.67	SEPTEMBER	33
OCTOBER	856.39	OCTOBER	37
NOVEMBER	805.07	NOVEMBER	25
DECEMBER	743.64	DECEMBER	11
		TOTAL	401



# INTERNAL AFFAIRS DIVISION

## **Internal Affairs Division (IAD)**

investigates incidents and possible suspicions of professional misconduct attributed to officers on the force. This department ensures each member of our force upholds the standards of integrity and professionalism.

INCIDENT INVESTIGATION  
SUMMARY

Incident Date:  
Review Date:

Event:  
Officer:



# QUALITY CONTROL

The mission of the **Quality Control/Staff Development Department** is to commit to ensuring that the Richmond City Sheriff's Office has a system of maintaining exceptional standards. This department encompasses many facets of the agency such as, *Department of Information Technology, Media Relations, and Standards and Accreditation*. The ongoing training and development programs that we foster allows this agency to help our employees to be well-rounded, and better skilled in every aspect of their job. Quality Control is an important factor when it comes to any service, it is essential to building success and to ensure high levels of productivity. This section encompasses many facets of the agency as we assist all other departments on a daily basis.

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

- Training
- Promotion Boards
- Department of Information Technology
- Accreditations
- Standards
- Policy and Procedures
- Inspections
- Media Relations
- Hiring and Recruitment
- Sheriff's Office Advertising and Marketing
- Inmate Handbook
- Inmate Web Search
- PREA Video Broadcast
- Inmate Diet Report and Interface
- PREA Hotline
- Training Calendar
- Random Drug Test App



## Highlights:

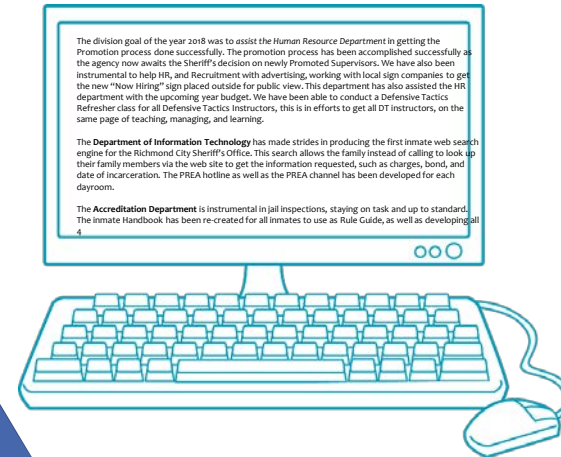
- Defensive tactics refresher lesson plan completed
- RCSO Response Team and SORT Policy
- PREA Hotline
- Remove Obsolete Email Groups
- RCSO News page and Facebook
- Inmate Search Database
- Proper disposal of surplus equipment
- Replaced 10 cameras
- Promotion board process
- Database for Veteran Housing
- Recruitment Tactics: FAST Signs
- Shield Training
- Departmental Cross-Training
- Conducted unannounced inspections of all areas
- Assisted in the process of acquiring a new medical services contractor
- Reviewed and updated all SOP's for submission to the Sheriff
- Dispersed the second quarter Life, Health and Safety Reviews (Red Books)



The division's goal for the year 2018 was to *assist the Human Resources Department (HR)* in getting the promotion process done successfully. The promotion process was successful. We have also been instrumental in helping HR and Recruitment with advertising, by working with local sign companies to get the new "Now Hiring" sign placed outside for public view. This department has also assisted the HR department with the 2018 and upcoming year's budget. We have been able to conduct a Defensive Tactics Refresher class for all Defensive Tactics Instructors, as well as, get all DT instructors on the same page of teaching, managing, and learning.

The **Department of Information Technology** has made strides in producing the first inmate web search engine for the Richmond City Sheriff's Office (RCSO). This search allows the family to get the information they request, such as, charges, bonds, and dates of incarceration. The PREA hotline, as well as, the PREA channel has been developed for each dayroom.

The **Accreditation Department** is instrumental in jail inspections, staying on task and keeping RCSO up to standard. The Inmate Handbook has been recreated for all inmates to use as a Rule Guide, as well as, developing all forms that need to be created for all sections. We have been instrumental in getting the Agency Emergency Operations Command Center in full operations, as well as, submitting forms to the City of Richmond which entails any damages or unusual occurrences that may have affected the agency financially related to adverse weather.



# COURT SERVICES

The Richmond City Sheriff's Office 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.

CIVIL PROCESS ANNUAL REPORT	# of Papers Generated	# of Papers Inputted/ Updated
JANUARY	8,138	15,422
FEBRUARY	8,754	16,960
MARCH	8,762	19,829
APRIL	9,646	19,501
MAY	9,489	18,244
JUNE	8,617	18,045
JULY	7,408	16,993
AUGUST	6,227	16,564
SEPTEMBER	7,353	12,816
OCTOBER	10,389	13,815
NOVEMBER	9,783	14,933
DECEMBER	8,034	12,829
<b>TOTAL</b>	<b>106,756</b>	<b>195,951</b>



	Civil Subpoenas Generated	Jury Summons Served	Criminal Warrants Courts	Criminal Warrants Detention	DMV Notices Served	Levies Received	Other Civil Process Received Repossession s	Other Civil Process Received Evictions	Total	GD Days	CC Days	JDR Days
January	8,138	565	31	68	179	12	7	158	9,158	132	117	77
February	8,754	525	30	69	195	3	12	782	10,370	129	125	76
March	8,762	564	41	57	184	2	6	648	10,264	152	130	76
April	9,646	542	45	93	201	1	6	631	11,165	144	117	79
May	9,489	558	58	100	256	16	5	550	11,032	154	100	88
June	8,617	566	54	84	189	12	2	735	10,259	156	130	77
July	7,408	558	57	51	192	4	4	729	9,003	145	120	79
August	6,227	377	51	53	235	5	4	568	7,520	140	139	81
September	6,281	497	51	51	200	8	5	379	7,472	133	115	77
October	10,389	594	50	98	58	10	4	588	11,791	153	124	79
November	9,783	578	40	86	303	7	4	327	11,128	130	109	70
December	8,034	496	80	97	115	4	4	164	8,994	117	78	60
<b>Total</b>	<b>106,756</b>	<b>6,420</b>	<b>588</b>	<b>907</b>	<b>2,307</b>	<b>84</b>	<b>63</b>	<b>6,259</b>	<b>123,384</b>	<b>1,685</b>	<b>1,404</b>	<b>919</b>

# PROPERTY & SUPPLY

Property & Supply is a support division within the Richmond City Sheriff's Office. This department supplies divisions with requests by obtaining pricing, processing of orders, receiving of orders and distribution of orders. Property & Supply ensures the agency's uniform and equipment needs are met, as well as, the ordering of office supplies, radio communication and vehicles.



	CAR INSPECTIONS	SUPPLY ORDER REQUEST	DROP OFF/ PICK UP RADIOS	UNIFORM PICK UP	ID CARDS	DELIVERIES	REQUISITIONS
JANUARY	14	101	7	8	440	192	57
FEBRUARY	8	95	9	8	7	289	68
MARCH	5	85	14	2	10	199	50
APRIL	8	80	12	2	24	282	42
MAY	41	81 (avg)	9 (avg)	5	9	267	53
JUNE	10	49	6	10	28	238	35
JULY	8	67	9	8	65	203	51
AUGUST	46	75	16	5	11	310	40
SEPTEMBER	6	128	4	6	6	209	17
OCTOBER	4	101	6	3	15	320	23
NOVEMBER	5	60	6	3	22	214	26
DECEMBER	32	52	9	5	19	230	17
<b>TOTAL</b>	<b>187</b>	<b>974</b>	<b>214</b>	<b>65</b>	<b>656</b>	<b>2,953</b>	<b>479</b>



# TRANSPORTATION

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

TRANSPORTS OTHER THAN LOCAL COURTS	Other Jurisdictions	DOC Facilities	Adult Prisoner Transported	Adult Transport Mileage	Juvenile Transported	Juvenile Transport Mileage	Funerals	Emergency Rooms	Clinics	Airports, Trains and Buses
JANUARY	287	36	1,840	16,988	3	433	3	0	0	0
FEBRUARY	338	31	2,024	23,893	14	615	1	1	2	0
MARCH	356	36	3,416	21,549	22	1,248	3	3	3	0
APRIL	296	21	1,985	22,579	5	110	1	0	9	0
MAY	326	28	3,231	24,249	12	196	0	0	20	0
JUNE	309	21	2,056	24,134	12	91	0	7	11	0
JULY	303	46	1,615	22,286	20	622	0	2	6	0
AUGUST	374	50	1,866	18,391	11	371	0	12	13	0
SEPTEMBER	390	31	2,215	19,578	14	780	0	4	13	0
OCTOBER	337	32	1,909	21,733	15	494	0	7	19	2
NOVEMBER	285	10	1,754	14,647	6	52	0	3	26	0
DECEMBER	263	26	1,540	15,961	6	12	0	1	14	0
<b>TOTAL</b>	<b>3,867</b>	<b>368</b>	<b>25,451</b>	<b>245,988</b>	<b>140</b>	<b>5,024</b>	<b>8</b>	<b>36</b>	<b>136</b>	<b>2</b>



# TRANSPORTATION

TRANSPORTS CONTINUED...

MENTAL HEALTH TRIPS	TDO/ECO	TDO/ ECO MILEAGE	IN JURISDICTION	OUT OF JURISDICTION	MENTAL HEALTH HEARINGS	MENTAL HEALTH HEARINGS MILEAGE
JANUARY	6	61	0	6	226	1,002
FEBRUARY	11	161	2	9	178	1,081
MARCH	13	297	7	6	203	1,212
APRIL	7	62	2	5	214	1,059
MAY	3	57	0	3	244	1,189
JUNE	5	189	1	4	185	1,033
JULY	1	62	0	1	220	1,221
AUGUST	4	320	0	4	164	1,804
SEPTEMBER	3	153	0	3	104	1,151
OCTOBER	4	289	0	4	204	1,256
NOVEMBER	3	237	1	2	208	1,010
DECEMBER	3	309	0	3	175	1,063
<b>TOTAL</b>	<b>63</b>	<b>2,197</b>	<b>13</b>	<b>50</b>	<b>2,372</b>	<b>14,081</b>



**“ONE TEAM, ONE VISION, ONE DREAM”**





# COMMUNITY OUTREACH & EVENTS

**Mission:** The Richmond City Sheriff's Office shares the purpose of constructing, organizing and coordinating programs that incorporate the concept of shared responsibility in law enforcement and services within the community. The Richmond City Sheriff's Office and the Richmond Police Department have positive and collaborative reinforcement in the community, which results from mutual consideration and awareness of each other's needs. Realizing this, the Community Outreach and External Programs Department will establish close ties with the community and respond to these needs.



**“ONE TEAM, ONE VISION, ONE DREAM”**





Any events that are in **bold**, please see the next following pages for more information about that event.

#### JANUARY

- 20 Project Lifesaver Visits
- 3 Community Events
- 2 Meals on Wheels

#### MONTHLY AVERAGE FOR:

- Project Lifesaver: 30 Individuals
- Are You Okay? 30 Individuals

#### MONTHLY (Recurring) EVENT:

Meals on Wheels (2 Each Month)

#### FEBRUARY

- VA Sheriff's Day on the Capital
- **RCSO Community Meeting**
- Walkabout Study
- Kingdom Life Ministry Graduation
- Triad Senior Meeting
- Senior Fair at The Robinson Theatre
- Toy Drop-Off w/ Sheriff Irving
- Teen Summit
- Toys & Book Bag Drop
- Interview of two Female Residents
- **Read Across America**

#### MARCH

- Walk About Program (Mondays and Fridays)
- Read Across America
- Senior Triad Meeting (cancelled due to weather)
- From Prison to Professor (Petersburg)
- Root Cause Focus Group
- **Career Day w/ Sheriff Irving @ Anna Julia Cooper Episcopal School**
- Long Walk to Freedom planning meeting
- Youth Prevention Week - Voice Matters Discussion and Youth against Violence
- Greater Richmond Continuum of Care Meeting

#### APRIL

- Senior Citizen Group – Creighton Court Easter Egg Hunt Party
- Speaking with Women Veterans w/Sheriff Irving
- Walk a Mile in Her Shoes w/Petersburg Sheriff's Office
- Career Day at G.H Reid Elementary
- I Have a Dream Celebration at MLK Middle School
- **Autism Walk and Festival with JP Jumpers**
- RVA Missing Person Day at Chimborazo Park
- **RVA Avengers**

#### MAY

- Community Walk with RPD
- Oliver Hill Day Celebration
- Senior Triad Meeting
- RVA East End Festival
- From Trauma to Prison to Harvard Andre Norman
- **National Bike to School Day**
- Breakfast-Virginia Museum of Fine Arts
- Police Memorial Service
- **Guns N Hoses Charity Softball Game**
- Community Health & Resource Fair at Highland Park Senior Apartment

#### JUNE

- Senior Day in the Park (Byrd Park)
- Special Olympics Events at the University of Richmond
- Operation Chill at Richmond Elementary Schools
- **Pop-Up RVA Festival Southside**
- 5k Bike Ride & Community Day at Broad Rock Park
- Sickle Cell Awareness Event
- Annual Hope Fest at Pine Camp Cultural Arts And Community Center
- 1<sup>st</sup> Annual Blood Drive at RCJC
- 8<sup>th</sup> Voter District Meeting Presentation w/ Councilwoman Reva Trammel
- **Youth Football Camp at George Wythe High School**
- Community Walk with RPD in the Fulton District

#### JULY

- RVA Pop-Up Event (Humphrey Calder Rec Center)
- Community Day at Reconciliation Church of God in Christ
- Community Walk in Fulton Neighborhood with Lt. Ken Roane
- RCSO Softball Team Development & Practice
- Participated in the Ray Neblett ICB Camp at Arthur Ashe Center (16<sup>th</sup>- 20<sup>th</sup>)
- Henrico Police & Delmont Apartment Community Coalition
- Hood Temple Zion AME Church Community Coalition
- St. Paul's Baptist Church Community Coalition
- Charlie Sydnor Playground Community Day
- Community Walk with RPD and Fire Department Jennie Scher Rd area

#### AUGUST

- RVA Pop-Up Event (Powhatan Rec Center)
- Resource Fair at Holy Rosary Catholic Church
- National Night Out: Kick-Off at Target
- Community Cook-Out w/ Clovia Lawrence at Luck's Field
- **National Night Out**
- End of Summer Camp Festival at Byrd Park
- Veterans & Family Resource and Employment Fair at McGuire Veterans Hospital
- Virginia Rules Camp
- Community Day & Back to School Event at Providence Park Baptist Church
- Stop the Violence Community Day at Luck's Field & Softball Game

#### SEPTEMBER

- Back to School Community Celebration
- 1st Day –Back to School Welcome at local elementary schools
- Law Enforcement Appreciation Breakfast at Holy Rosary
- City Ceremony to commemorate 9/11 at City Hall
- Wealth Building Career Station at the Conrad Center
- Gilpin Court Community Day
- Stop the Violence Community Bike Ride

#### OCTOBER

- Community Walk at Creighton Court
- Person of Aging and Disability meeting at Richmond Police Academy
- Battle of the Badges Softball Game w/ RPD & RFD
- Walk A Mile in her Shoes Domestic Violence Event
- Walk to School Day with Local public schools
- Manchester Bottom Bash Community Day
- Cedar Street Baptist Church Domestic Violence Awareness Day Event
- Southside Community Senior Day at Southside Community Center
- Wawa Grand Opening –Hoagies for Heroes Sandwich Making Contest
- 1st Annual Trunk or Treat at RCJC

#### NOVEMBER

- Person of Aging and Disability meeting at Richmond Police Academy
- Valor Breakfast (Richmond Convention Center)
- RVA Community Thanksgiving Giveaway at Arthur Ashe Center
- Turkey/Thanksgiving Dinner Giveaway to “Are You Ok” Seniors

#### DECEMBER

- Richmond Christmas Parade
- Barbershop Talk
- Cookies & Milk with students at Woodville Elementary
- Turkey Dinner Giveaways to “Are You Ok?” Seniors
- Staff Appreciation Day
- Hillside Court Job Fair
- Wellness Check on Seniors during snow storm



## JANUARY

**Are You Okay? Program:** RCSO has conducted an estimated 336 wellness checks this year through this program, servicing over 30 senior participants. This program is designed to support the safety and well-being of senior citizens in our community.



**Project Lifesaver Program:** RCSO has a total of 28 participants. The mission of this program provides law enforcement, fire/rescue, and caregivers with an organization designed to protect, and when necessary, locate individuals with cognitive disorders who are prone to life threatening behavior or wandering.



## FEBRUARY

**Read Across America:** RCSO partnered with several school systems for Read Across America. The mission of this initiative is to promote and emphasize literacy through community service volunteerism.



**RCSO Community Meeting:** RCSO invited several community partners to the facility to fulfill and enrich our existing external and internal programs. The goal of that meeting was to showcase our existing programs and collaborate with community partners, to elevate our programs.



## MARCH

**Career Day:** RCSO attended several Career Day events during the school year. Career day is vital because this day provides students with dynamic and tangible experiences that helps facilitates a connection between their academic pursuits and their professional endeavors.



**Meals on Wheels:** RCSO has delivered an estimated 240 meals through Feedmore's Meals on Wheels Program this year.



## APRIL

**Autism Walk and Festival with JP Jumpers:** RCSO partnered with the Richmond Police Department in the JP Jumpers Foundation Autism Walk and Festival! This event helped to raise awareness about Autism in our community. The JP Jumpers Foundation provides support for individuals with intellectual disabilities with special needs through tangible assistance, public awareness, education and partnering with organizations.



**RVA Avengers:** RCSO partnered with Frank Lester and the RVA Cosplays and Jerilyn's Bail Bonding LLC. It was an honor to encourage the students of the Richmond Public Schools. Our goal was to encourage each student that they are a hero within themselves. We wished them much success for the upcoming SOLs.





## MAY

**National Bike to School Day:** RCSO participated in Walk and Bike to School Day with the Richmond City Safe Routes to School. Our agency assisted walkers and bikers from several Richmond Public Schools including Chimborazo, Fairfield, Woodville, JEB Stuart, Ginter Park, Mary Munford and Oak Grove. This event brings communities and schools together while also incorporating healthy habits that can last a lifetime.



**5th Annual Guns-N-Hoses Charity Softball Game:** RCSO had the pleasure of partnering with the Flying Squirrels Baseball Team, the Richmond Police Department, and the City of Richmond Fire Department. The ticket proceeds benefited Bike for Blue and the MDA Summer Camp. RCSO also partnered with the Salvation Army Boys & Girls Club to provide youth with an afternoon of fun and games at the Diamond.



## JUNE

**Youth Football Camp at George Wythe High School:** RCSO participated in the 3rd Annual W.E.B. Conflict Resolution Football Camp. This annual camp is an initiative supported through the Virginia Juvenile Justice Association and local law enforcement. The camp infuses the basic fundamentals of conflict resolution, bullying, healthy living, and self-identification. We supported this initiative by coaching and mentoring the children in different age groups, in addition to assisting with workshops and the awards ceremony finale.



**Pop-Up RVA Festival Southside:** RCSO had a great time at the Pop-Up RVA Kick-Off. This event provided students with free food, games, and music. We had the opportunity to partner with the Southside Community Center and interact with the youth through fun activities and games.



## JULY

**Medication Disposal Unit Launch:** RCSO launched its first Medication Disposal Unit thanks to a grant provided by CVS Health. This unit will provide the Richmond community with a safe and responsible way to dispose of unused, expired or unwanted medications. The unit will be accessible to the public each day from 9:00 am – 6:00 pm.



**Bill “Bojangles” Robinson Commemoration Service:** Sheriff Irving was the keynote speaker for Astoria Beneficial Club. RCSO welcomed the opportunity to participate and celebrate the life and legacy of this Richmond native.



## AUGUST

**Back to School Drive:** Gearing up for back to school, RCSO teamed with 106.5 the Beat and RJ Bail Bonding to donate more than 100 backpacks and school supplies for students in need.



**National Night Out:** RCSO partnered with several public law enforcement agencies for National Night Out. Our agency was present at several locations to build relationships with our communities. This annual event promotes the collaboration between law enforcement and neighborhoods to help make communities safer.





## SEPTEMBER

**Back to School Community Celebration:** RSCO had an awesome time participating in The Tower Ministries Back to School Community Celebration. We provided educational materials and resource information to our community and educated our youth about public safety.



**Sheriff for the Day:** Meet nine year old Dustin Anderson. He was our very own “Sheriff for the Day.” He attends Carver Elementary School where his favorite subject is math. Dustin aspires to be a correctional officer or police officer when he grows up. We wish Dustin the very best in his academic pursuits!



## OCTOBER

**Walk a Mile in Her Shoes and Domestic Violence Symposium:** RSCO partnered with the Saint Paul’s Baptist Church for this event. This event featured workshops, vendors and a speaker who shared their personal experiences with domestic violence. Proceeds from the event benefited the YWCA Domestic Violence Program.



**Trunk or Treat:** RSCO received an incredible amount of support for our first Trunk or Treat event. We are absolutely grateful for the response of donations and volunteerism.



## NOVEMBER

**For the Thanksgiving holiday:** The Richmond City Sheriff’s Office partnered with the Steve and Marjorie Harvey Foundation for the Feed the City Events to help support the seniors during the holiday season. We delivered turkeys to our “Are You Okay?” Program participants.



We reached our goal of 1,000 cans of corn, collected almost 1,500 cans for the RVA Community Thanksgiving Distribution. We were excited to join local organizations to help provide Thanksgiving for over 2,000 families.



## DECEMBER

**35<sup>th</sup> Annual Dominion Energy Christmas Parade:**



**Saint Paul’s Baptist Church for the “No Child without a Toy” at Woodville Elementary School:** RSCO partnered with the Assisting Families of Inmates (AFOI). This programs helps to ensure each child of the AFOI mentoring program, “Milk and Cookies” has a toy during the holiday season. This program specializes in the needs of children whose parents are incarcerated.

