



Fairfax County Sheriff's Office FY 2020 Annual Report



The Mission



The primary mission of the Sheriff's Office is to operate the Adult Detention Center, provide security for the Fairfax County Courthouse and courtrooms, and serve/execute civil law process on behalf of the courts. In addition to our core functions, the Sheriff's Office is actively engaged with the diverse communities we serve.

Serving the community since 1742



Sheriff Stacey Kincaid



Major Jabar Shabazz
Confinement



Major Tyler Corey
Support Services



Major William Friedman
Court Services



Major Tamara Gold
Administrative Services

Stacey Kincaid is the Sheriff of Fairfax County, City of Fairfax and towns of Herndon and Vienna. The citizens of these jurisdictions elected her in 2013, and again in 2015 and 2019, to lead the Fairfax County Sheriff’s Office.



Lt. Colonel Mark Sites
Chief Deputy, Operations



Lt. Colonel JJ Snyder
Chief Deputy, Administration

Her Command Staff includes two Chief Deputies and four Majors, each of whom commands a division. The remaining rank structure, in order, includes Captain, First Lieutenant, Second Lieutenant, Sergeant, Master Deputy Sheriff, Private First Class and Private. In addition to sworn staff, the Sheriff’s Office employs civilian nurses, correctional technicians and administrative personnel to support the agency’s mission.

Message from Sheriff Stacey Kincaid



“Be safe” took on a new meaning in 2020. While the year was challenging to say the least, it also gave us many reasons to be thankful. We pulled together and demonstrated an unwavering commitment to fulfilling our agency’s mission. The men and women of the Sheriff’s Office were exceptionally well-prepared to overcome obstacles and thus were able to meet all the challenges that came our way.

As we saw over the weeks and months, information about Covid-19 was ever evolving. My command team and I continued to emphasize that everyone remain vigilant in practicing social distancing, washing hands and wearing appropriate PPE. We had to recognize that anyone with whom we came in contact, both on and off duty, could potentially have this virus.

The sacrifices we made in FY 2020 to prevent exposure to, and the spread of, Covid-19 helped ensure that we would be around in future years to celebrate special occasions and everyday occurrences with our families, friends and colleagues.

Routine Cleaning

The Sheriff's Office Facility Services team consists of six deputies and about 25 inmate workforce members. Using a systematic cleaning grid schedule, the team cleans and maintains the entire Adult Detention Center (about 550,00 square feet).

Facility cleaning includes the following tasks:

- Sweep and mop all common areas and confinement spaces
- Empty trash cans
- Maintain cleaning machinery
- Collect biohazardous trash from the medical offices
- Assist in removal of refuse to County Recycling and Disposal Center
- Assist in unloading of large quantities of supplies from state supply trucks
- Order and restock toiletry products weekly
- Decontaminate biohazardous cells
- Clean up water spills and small flooding issues
- Buff all facility common areas nightly
- Deep clean staff fitness room monthly





Covid-19 Cleaning

In addition to vacuum cleaners, pressure washers, floor scrubbers and other cleaning machines, the Sheriff's Office has four electrostatic sprayers and two electrostatic foggers to rapidly apply disinfectants twice per week over large areas and intricate surfaces. As the disinfectant leaves the sprayer/fogger, it is given a positive charge, which helps the disinfectant adhere to and evenly coat a surface.

Standard spray bottles with disinfectant are used for wiping down high touch areas daily.

Fairfax County Sheriff's Office

Accreditations



Department
of
Corrections



National Commission
on
Correctional Health Care

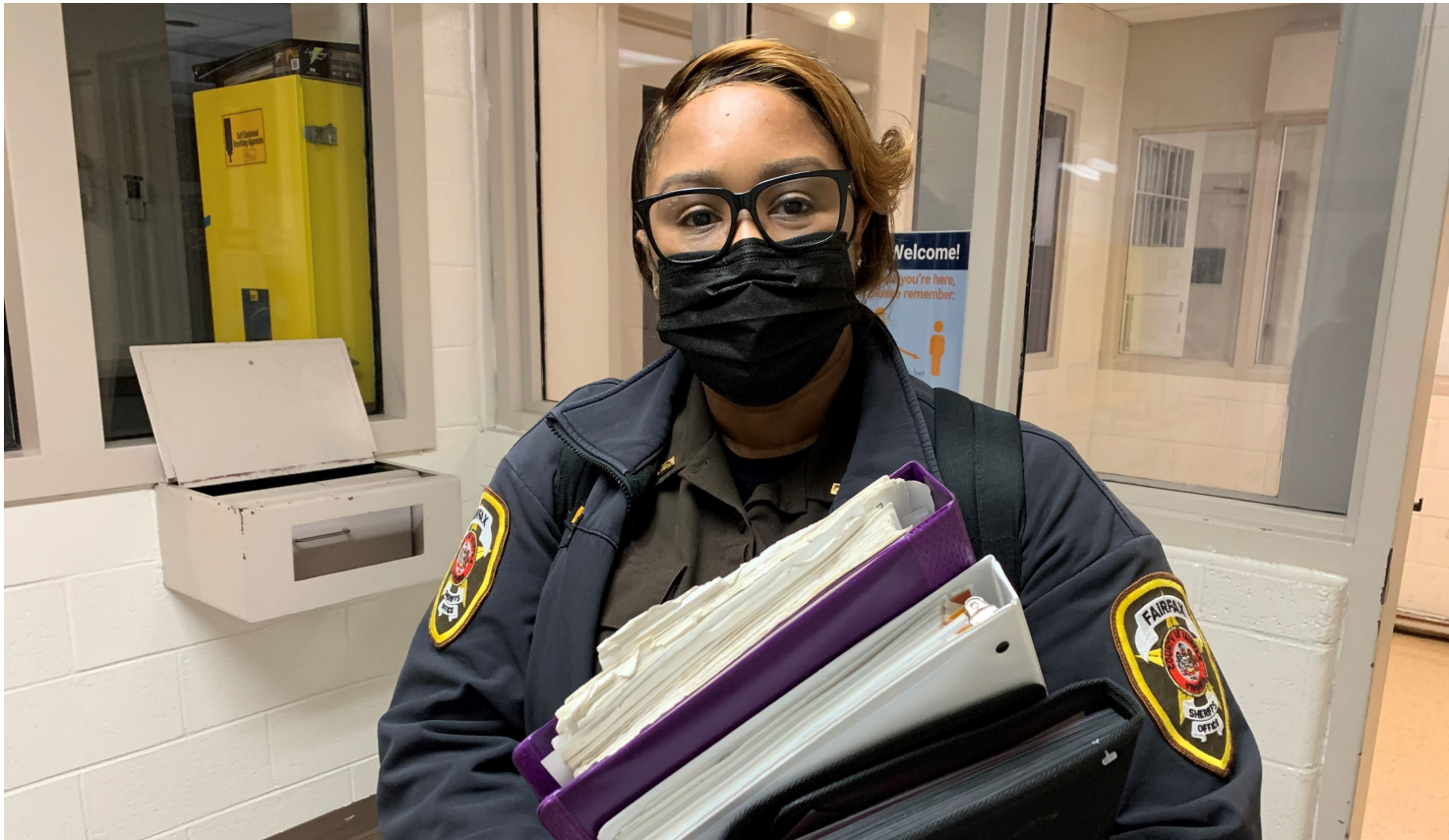


American
Correctional
Association



Virginia Law Enforcement
Professional Standards
Commission

Staffing



FY 2020 Statistics

- Sworn: 475
- Civilian: 84
- Exempt:* 4
- Recruits: 11

- Persons of color: 37%
- Women: 28%

Average number of vacancies
(budgeted, not filled): 68

* Sheriff, two lieutenant colonels and general
counsel are exempt from civil service



Applicant Recruiting and Screening FY 2020 Statistics

- Certified applications: 954
- Applicant background investigations: 524
- Sworn staff hired: 27
- Recruits successfully completing academy: 10

Fairfax County Criminal Justice Academy

In FY 2020, Recruit Sessions 75 and 76 graduated a total of 10 new Sheriff's deputies.

Fairfax County deputy sheriff recruits receive four weeks of intensive, specialized training in civil enforcement, court security and confinement before attending the Fairfax County Criminal Justice Academy (FCCJA) for six months of law enforcement training.

The FCCJA serves as the training center not only for the Sheriff's Office but also for the Fairfax County Police Department, Towns of Herndon and Vienna Police Departments and the Fairfax County Fire Marshal's Office. All recruits attend classes together and graduate with the same law enforcement certification. Of 10 Sheriff's deputies working at the academy, seven are assigned to the main academy building, filling various training and leadership roles; two serve as instructors in the Firearms Training Unit; and one works at the Emergency Vehicle Operations Center as a track instructor.

Academics, physical fitness, defensive tactics and legal training all lead up to a series of practicals for the recruits where they get to apply their newly learned skills in real life scenarios. In two-week increments, the recruits also receive firearms training; emergency vehicle operation certification; and first aid, CPR and AED (automated external defibrillator) certifications.

After graduation, most deputies start their law enforcement career in the Adult Detention Center. For the first 12 weeks, they receive on-the-job training from tenured deputies who are field training instructors.

To maintain their law enforcement certification, Sheriff's deputies must complete 40 hours of career development, legal and cultural diversity training every two years. Examples of in-service training include survival tactics for courthouse and correctional officers, effective leadership, crisis negotiation, conflict resolution, ethical decision making and performance management.



Photos were taken prior to the pandemic.

Disability Awareness

In FY 2020, the Sheriff's Office mandated Disability Awareness Training for all sworn staff and any civilian staff who interact with inmates. The purpose of the training is to learn how to recognize, identify and properly respond to individuals with disabilities across all settings to ensure an accurate and appropriate response.

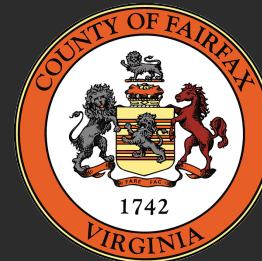


Budget

The Sheriff's Office receives most of its funding from Fairfax County. The Sheriff's Office also receives funding support from the State Compensation Board for a portion of salaries and benefits for a limited number of sworn positions. Other sources of revenue include reimbursement from the Virginia Department of Corrections for the housing of state prisoners as well as room and board fees collected from individuals incarcerated in the ADC. The agency also receives revenue from medical co-pay fees collected from inmates, Alternative Incarceration Branch room/board fees, court security fees and Sheriff's fees.

Four cost centers define and support the agency's mission:

- Administrative Services Division
- Court Services Division
- Confinement Division
- Support Services Division



Budget FY 2017 – FY 2020

Key Data	FY2017	FY2018	FY2019	FY2020
Average Daily Population (ADP) of the ADC	1,028	994	964	689
Average number of staff vacancies	30	44	33	58
Attempts escorted/served civil process	145,682	131,901	107,504	98,914
Prisoners escorted to or from court	20,954	20,409	35,741	25,765
Court cases heard annually	462,112	474,377	436,666	249,063
Health care contacts with inmates	704,713	714,535	731,293	839,061
Medical services contract cost (prescriptions, hospitalization, dentist, doctor)	\$2,404,747	\$2,582,051	\$3,373,328	\$3,638,127
Annual hours of work performed by Community Labor Force (CLF)	44,229	41,744	42,383	34,721
Food services contract cost	\$1,817,022	\$1,859,069	\$1,706,401	\$1,462,821

Internal Affairs FY 2020

16 complaints from community members

- **9 unfounded**
Allegation concerned an act by an employee that did not occur.
- **3 exonerated**
Allegation did occur, but the actions of the employee were legal, justified, proper and in conformance with the law and agency policy and procedure.
- **2 not sustained**
Investigation failed to produce a preponderance of evidence to prove or disprove the allegation.
- **1 sustained**
Investigation produced a preponderance of evidence to prove the allegation of an act determined to be misconduct.
- **1 information only**





Adult Detention Center

Inmate Population FY 2020

Anyone arrested in Fairfax County, the City of Fairfax or the Towns of Herndon or Vienna is brought to the Adult Detention Center (ADC).

- People booked: 14,591
- Average daily population: 716
- 84% Male
 - Average length of stay: 33 days
- 16% Female
 - Average length of stay: 13 days
- Charged with violent offenses: 22%

- State prisoners sent to the Virginia Dept. of Corrections (DOC): 109 *



- * Due to Covid-19, the DOC suspended the transfer of inmates from local jails to its prison system. From April - June 2020 (and beyond the end of the fiscal year), no state-responsible inmates were sent from the ADC to the DOC.

Inmate Population FY 2020



Age

18-24: 22%
25-31: 27%
32-38: 20%
39-45: 12%
46-51: 8%
52+ : 11%

Average
age: **34**

Residence

Fairfax County: 50%
Alexandria City: 6%
Arlington County: 2%
Fairfax City: .6%
Loudoun County: 2.4%
Prince William Co: 7%
Other: 25%
No fixed address: 7%

Education

Average grade level:
11.59
No formal education:
1.8%
Median education
level: high school
diploma



Booking Process

All individuals appear before a magistrate with the arresting officer. If the magistrate determines that probable cause exists for arrest based on the facts presented, the magistrate will issue an arrest warrant. The magistrate also will determine if the individual will be given a bond. The individual will then be remanded to the custody of the Sheriff's Office.

Deputies at the Booking Desk create an inmate record in a web-based jail management system. This record can be updated later by staff in different operational areas of the ADC that interact with and evaluate the inmate. All individuals are fingerprinted and photographed during the booking process.

Individuals are asked to provide vital information, including an emergency contact and any physical or mental health issues. A nurse stationed in the intake area will evaluate each person, document medical histories and complete a mental health assessment.

Inmate Records Section

- Maintains records for all inmates being held or recently released from the ADC. This section provides quality assurance to the Booking Desk and ensures that inmates are held on the correct charges and properly released in a timely manner.
- Confirms that documents from an inmate's court hearing reflects the orders of the presiding judge. The section serves as the point of contact for lawyers representing inmates as well as Commonwealth's Attorneys and judges.
- Calculates time credit for inmates in accordance with state law and agency policy. The section also has regular contact with other agencies to set up transportation for inmates from one jurisdiction to another for court.



Transportation

The Transportation Section:

- Transports inmates to and from medical appointments, mental health facilities and other correctional facilities throughout Virginia.
- Transports individuals under Temporary Detention Orders to mental health facilities, often two to three hours away. Deputies assigned to the section are Crisis Intervention Team (CIT) certified.
- Executes Emergency Custody Orders on individuals being released from the ADC, either on bond or after time served, when clinicians determine that they are likely to harm themselves or others or are not capable of caring for themselves after release.



Transportation FY 2020

- 1,580 transports
 - 255 were for mental health concerns
 - 455 were unplanned
 - 102 were after business hours for mental health concerns
- 1,902 inmates transported
- 141 medical appointment transports
- 3,766 transport hours
- 133,569 transport miles



Inmate Programs FY 2020

In April 2020, the Sheriff's Office suspended volunteer-led inmate programs to help prevent exposure to, and the spread of, COVID-19. Therefore, the numbers for programs and volunteers are significantly lower than in recent fiscal years.

- 249 active volunteers
- 4,431 volunteer hours
- 110 life skills programs offered
- 909 graduates of Opportunities, Alternatives and Resources (OAR) courses
- 27,710 times inmates were scheduled to attend education and life skills programs





ADC Educational Programs FY 2020

Due to the pandemic, education programs that had numerous inmates gathering in a classroom with a teacher were suspended. In place of those group settings, teachers met one-on-one with inmates in pursuit of education milestones.

Inmates earning GED: 17

Inmates earning high school diploma: 5

ADC Kitchen FY 2020

Meals served in the year:

- 625,526 regular diet meals
- 35,888 diabetic meals: ordered and tracked by the Medical Branch and may include low sodium, low fat, soft diets and bland diets
- 24,743 religion-based meals: requested through and approved by the Chaplain, including but not limited to Ramadan and kosher meals
- 9,035 Community Labor Force lunches

5 inmates completed the ServSafe food service manager certification course.



Commissary FY 2020

Aramark is under contract to provide commissary in the ADC.

- 35,485 commissary orders delivered to inmates
- 5,660 free writing kits distributed to indigent inmates so they can write to family and friends
- 3,020 free hygiene kits distributed (body wash, toothpaste, toothbrush and deodorant) 700 free indigent clothing orders distributed (t-shirts, underwear and socks)

Aramark offers the iCare Program that allows an inmate's family and friends to purchase monthly gift bags online. Gift bag contents range from candy bags to seasonal treats. The online orders are processed and delivered to the inmates. In FY 2020, Aramark processed 1,590 gift bags orders.

Aramark also offers a Fresh Favorites menu that gives inmates access to purchase fresh food items weekly. In FY 2020, 4,800 Fresh Favorites meals were prepared and served to inmates.



ADC Laundry Services FY 2020



Photo was taken prior to the pandemic.

- **Inmate Uniforms** – Approximately 115 pounds per load x 3 loads per day = 345 pounds per day (average of 1,725 pounds per week) = 89,700 pounds yearly
- **Linen** – Approximately 100 pounds per load x 3 loads per day = 300 pounds per day (average of 1,500 pounds per week) = 78,000 pounds yearly
- **Inmate Blankets** – Approximately 100 pounds per load x 1 load per day = 100 pounds per day (average of 500 pounds per week) = 26,000 pounds yearly
- **Inmate Shoes** – Approximately 45 pounds per load x 1 load per day = 45 pounds per day (average of 225 pounds per week) = 11,700 pounds yearly
- **Staff Locker Room Towels** – Approximately 80 pounds per load x 1 load per day = 80 pounds per day (average of 400 pounds per week) = 20,800 pounds yearly

**Total Pounds of Laundry:
226,200**

Laundry Services for Other Facilities FY 2020

- Public Safety Occupational Health Center (towels) – Approximately 50 pounds per load x 1 load per week (average of 50 pounds per week) = **2,600 pounds annually**
- At the onset of the Covid-19 pandemic, the Sheriff's Office suspended services for the Juvenile Detention Center (sheets, towels and washcloths) and Fairfax County homeless shelters (blankets: December-March).



Facility Maintenance



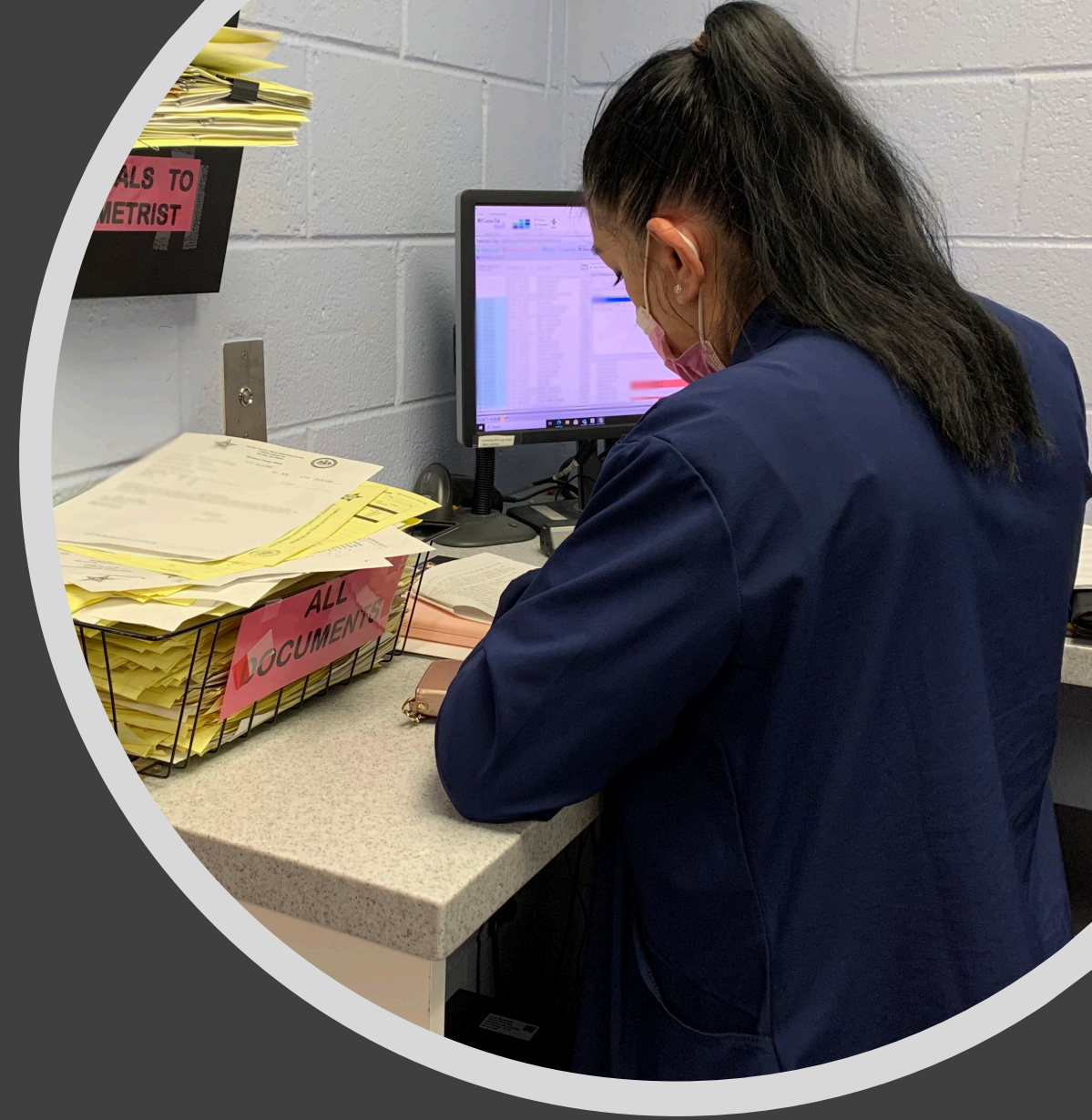
In FY 2020, **6,784 requests for service** were received and processed by the Sheriff's Office Maintenance Section, Fairfax County's Facilities Management Department and contractors CTSI and Praeses. More than half of the calls concerned the newest part of the ADC, where the laundry and kitchen are located. There are plans to renovate the kitchen in FY 2021.

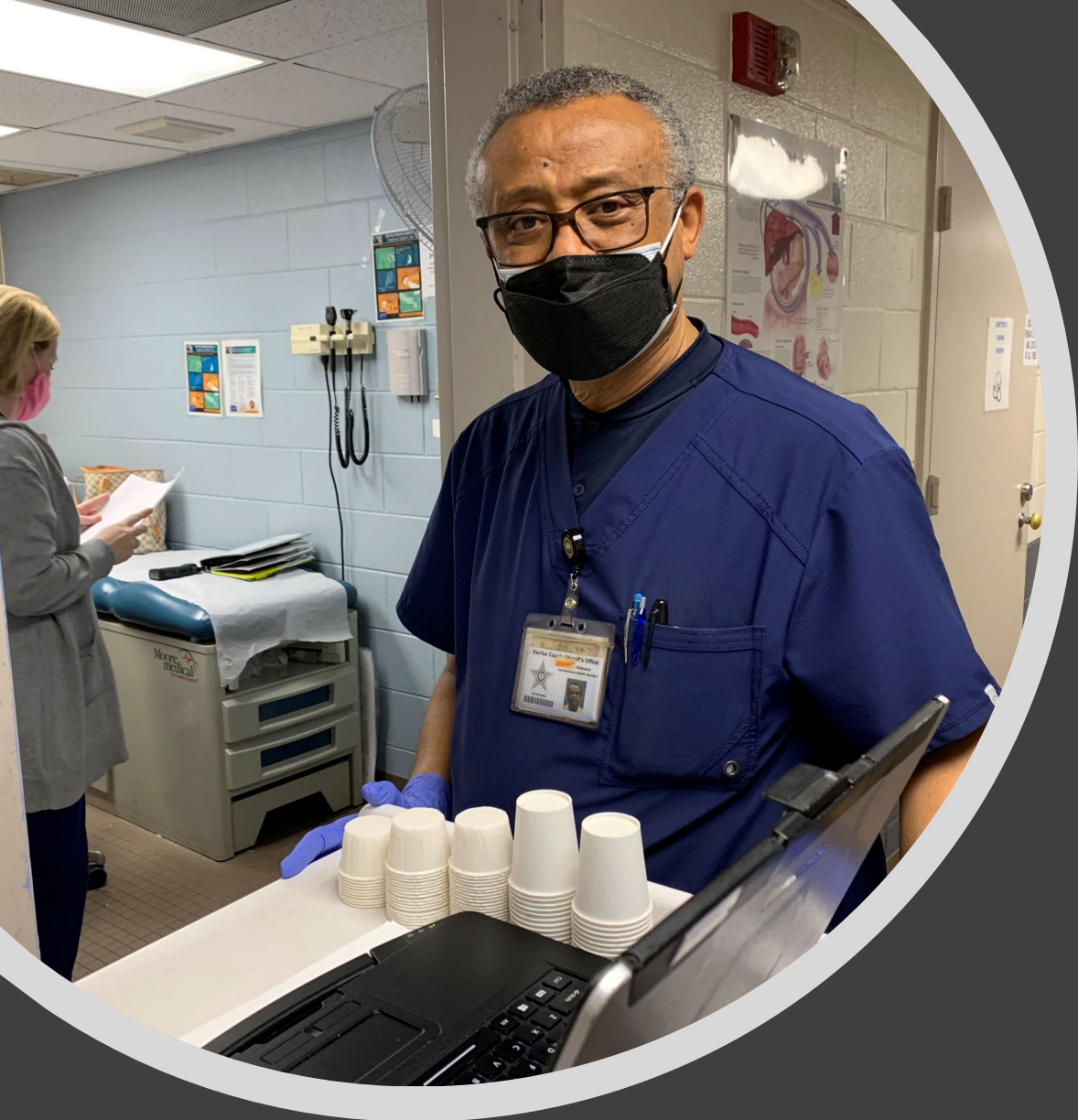
Medical Branch

The Sheriff's Office is responsible for ensuring that inmates know about the availability of health care services and how to access them. Many inmates come with chronic health conditions. They are assessed, treated and receive follow-up care. They also receive health care counseling and targeted goal setting for practicing good health behaviors and improving their capacity for managing their own chronic illness.

In January 2020, the Medical Branch adopted Medication Assisted Treatment (MAT) for opioid use disorder (OUD) as one of its chronic care priorities for the ADC. MAT combines counseling and prescription drugs to treat individuals who have difficulty discontinuing opioids. Buprenorphine (also known under the brand name Suboxone) is the primary prescribed MAT medication. It activates the same receptors in the brain as other opiates but to a much lesser degree. In doing so, it weakens intoxication from other opioids, prevents cravings and allows individuals to transition from a life of addiction to a life in recovery. Treatment is provided throughout an individual's time in jail, if needed.

Implementing MAT for OUD required a large-scale cultural shift among confinement staff – both sworn and civilian – and challenged individual beliefs about, and understanding of, substance use disorders.





Medical Branch FY 2020

- 48 nurses and a director of nursing
- Inmates on medications: 73%
- Chronic care visits, including but not limited to:
 - Asthma: 162
 - Diabetes: 150
 - Hypertension: 241
- Provider initial physical exams: 2,043
- Provider sick calls: 2,220

On-Site Remote: Community Services Board

The Fairfax-Falls Church Community Services Board (CSB) provides behavioral health services in the community and has staff in the Adult Detention Center. When an inmate is released, CSB referrals are made for continuity of care.

On-site services in the ADC are one-on-one or in groups, depending on the needs of the inmates. When the Covid-19 pandemic began, services switched to on-site remote. Many CSB staff still came to the ADC but met with inmates via video. If a face-to-face meeting was needed, the inmate and the clinician wore masks and sat at least six feet apart.



Americans with Disabilities Act (ADA)

The Sheriff's Office established an Americans with Disabilities Act (ADA) Coordinator's position in 2017, designed specifically to support the inmate population.

During FY 2020, the ADA Coordinator received 122 inmate referrals from which 47 inmates received ADA services during their incarceration.



DIVERSION FIRST

On January 1, 2016, Fairfax County launched Diversion First to change the way the criminal justice and behavioral health systems interact. Too many low-risk offenders with mental illness were being arrested and brought to jail.

Diversion First offers alternatives to incarceration for people with mental illness, developmental disabilities and co-occurring substance use disorders who come into contact with the criminal justice system for low-level offenses.

The goal of Diversion First is to prevent repeat encounters with the criminal justice system, improve public safety, promote a healthier community, efficiently utilize resources and — most importantly — help people who are in crisis recover and take control of their lives.

In addition, Fairfax County began several new courts and dockets with supervised release programs to give people with behavioral health issues a second chance post-arrest. These include the Veterans Treatment Docket, Supervised Release Non-Compliance Docket, Drug Treatment Court and Mental Health Docket. These programs aim to save lives and reduce recidivism by addressing the underlying causes of their contact with the criminal justice system.

**By the end of 2020,
more than 2,100
individuals had been
diverted to assessment
and treatment in lieu of
arrest.**

Merrifield Crisis Response Center (MCRC) 2020

- Mental health calls for service in Fairfax County and involving MCRC: 2,165
- Diverted from potential arrest and incarceration to MCRC: 438
- Crisis Intervention Team (CIT) trained deputies: 160
(since Sept. 2015)
- Mental Health First Aid (MHFA) trained deputies and civilian staff: 675
(since Sept. 2016)



The Crisis Intervention Team (CIT) operates out of MCRC 24 hours a day, 7 days a week. CIT deputies are also represented on all four ADC squads, in the courts and on the road serving civil process.



Community Response Team (CRT)

Starting as a pilot program in 2018, CRT now operates five days a week and serves over 190 clients.

The team is comprised of Crisis Intervention Team Sheriff's deputies and police officers, Fire and Rescue technicians, mental health providers and peer specialists.

Fairfax County Department of Public Safety Communications (911 Dispatch) and the Fire and Rescue Department provide data support and assist with the referrals to CRT.

CRT launched a new application in FY 2020 that allows public service representatives to make direct referrals to CRT.

MERRIFIELD CENTER
FAIRFAX - FALLS CHURCH COMMUNITY SERVICE

Addiction Recovery

Launched in the Adult Detention Center by Sheriff Stacey Kincaid in Fall 2018, STAR is an intense, highly structured addiction treatment and recovery program where the participants live together in a housing unit that serves as a therapeutic community. The voluntary program is led by peer recovery specialists with support from Sheriff's Office sworn, medical and programs staff as well as CSB jail-based clinicians.

The STAR program recognizes that there will never be a one size fits all solution. The goal is to help each participant find what will work best and then create a sustainable recovery plan to achieve it.

In October 2019, the Chris Atwood Foundation recognized Sheriff Kincaid with its Family Hero award for initiating the STAR program and including families as part of the recovery process. STAR participants and their family members learn ways to engage, communicate, listen, respond and heal.



Photo was taken prior to the pandemic.



Fairfax County Courthouse

The three Virginia courts that serve Fairfax County, the City of Fairfax and the towns of Herndon and Vienna are Circuit Court, General District Court, and Juvenile and Domestic Relations District Court.

The Sheriff's Office is responsible for providing security for the Fairfax County Courthouse, all courtrooms, the surrounding judicial complex and the courts in the outlying city and towns.



Courts FY 2020

- Court cases heard: 249,063
- Courthouse visitors: 505,536
- Civil commitment hearings: 973
- Prisoner escorts: 25,675
- Individuals taken into custody: 642
- Arraignments: 15,755

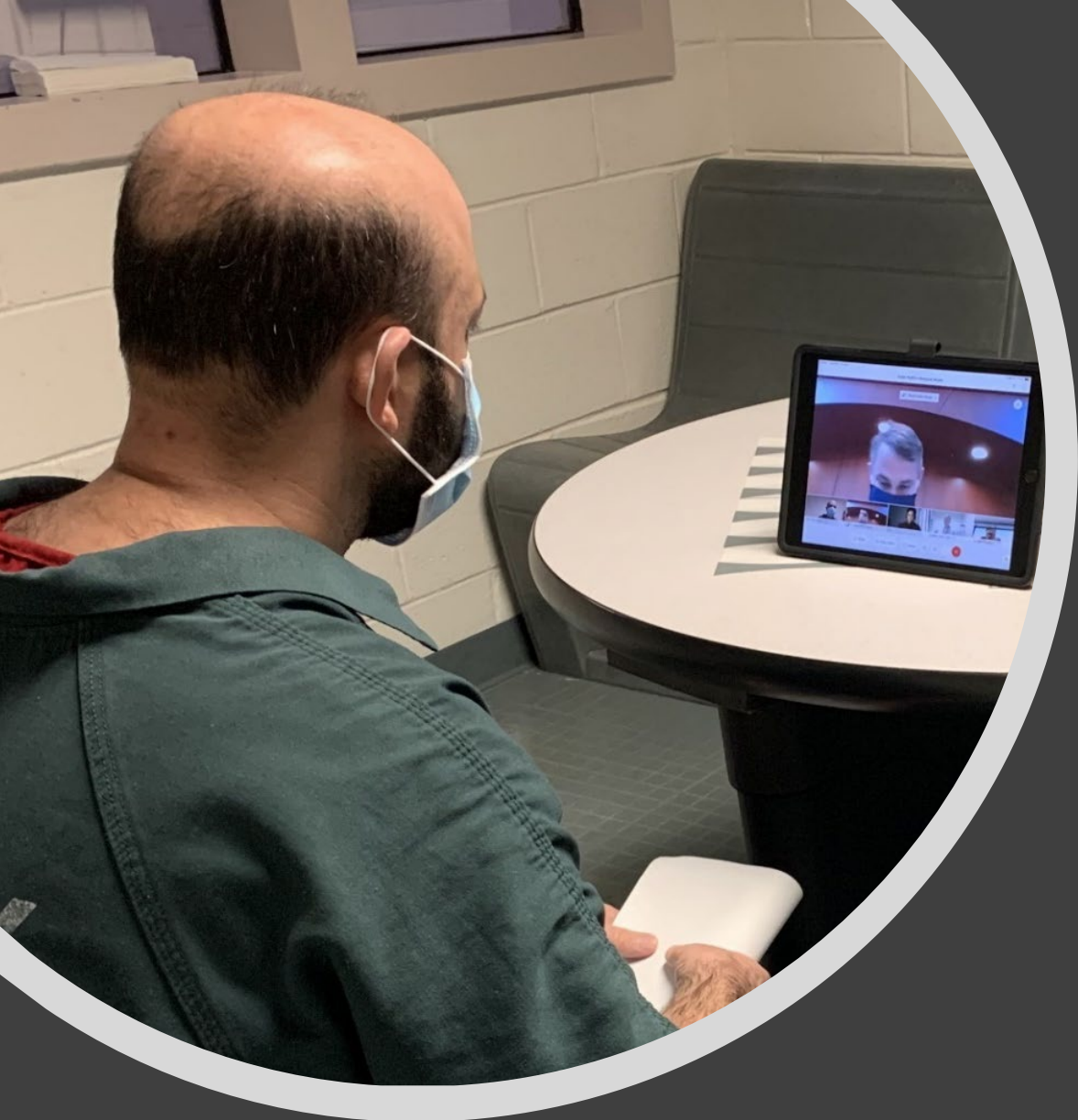


Primary Court Deputies

Each of the 34 judges in the Fairfax County Courthouse has a "primary" deputy who is responsible for thoroughly searching the judge's assigned courtroom every day before opening it to the public. The most important duty of the primary deputy is to keep the judge safe and to put him/herself between the judge and the public. Unless the judge grants permission, no one is authorized to approach the bench except the armed deputy.

The primary deputy retrieves the daily docket from the clerk and notes the name of each inmate who will be brought out from the holding cells during the docket. This deputy also informs visitors about the activities that are prohibited during their time in the courtroom, announces the judge, passes cases to the judge, and handles all other items passed between the judges and other parties. In the Circuit Court, the primary deputy has the added responsibility of empaneling juries.





Staying Innovative and Safe: More Virtual Courtrooms

In response to the Covid-19 pandemic and the need for social distancing, the Court Security Section increased capacity for remote video court proceedings using tablets or a Codec system for point-to-point, two-way communication. Their efforts and flexibility ensured that inmates could appear in court from virtually anywhere they are located without the need for expensive dedicated hardware.

In FY 2020, the Court Security Section facilitated 15,755 video arraignments, where a defendant is read the charges and asked to enter a plea of guilty or not guilty. The court can also review the status of bond set by the magistrate.

Facility Security

The Facility Security Unit (FSU) is responsible for providing security and enforcing laws in the Courthouse and on the 52-acre Courthouse Complex. The FSU also ensures security for the 564,000 square foot Courthouse via foot patrols and the monitoring of 400 closed-circuit cameras from a secure control center. The FSU answered approximately 15,000 calls for service in FY 2020.



Special Justices

The Sheriff's Office provides security for special justices, who are appointed by the chief judge of the Circuit Court. The special justices are authorized under the Code of Virginia to conduct mental health hearings in cases involving a voluntary or involuntary civil commitment to a mental health facility.

A person's first civil commitment hearing is usually at the hospital where he or she is initially located. The court deputy transports the special justice to the hospital and provides security during the hearing. Hearings are conducted daily at Mount Vernon Hospital, Northern Virginia Mental Health Institute, Fairfax Hospital, Dominion Hospital and Crisis Care.





Courthouse Civil Process

Legal civil documents requiring service within the Fairfax County Courthouse are served by a Court Security or Facility Security deputy. An average of 300 civil documents are served in the Courthouse monthly. In the second half of FY 2020, the start of the Covid-19 pandemic, the monthly average dropped to about 200 documents served.

If a defendant is placed on probation and released from the courtroom in lieu of going to jail, Sheriff's Office staff will Livescan (fingerprint) the person on all applicable charges.

FY 2020

Legal processes served in Courthouse: 3,116

Fingerprints taken in Courthouse: 1,606

Civil Enforcement

The Civil Enforcement Branch is responsible for the process, service and execution of legal documents to individuals and businesses in civil matters. Many of these documents come to the Sheriff's Office through the courts.

Early every weekday morning, 20 Sheriff's deputies head out for the day, each serving about 30 civil documents.

Typically, 75% of the documents can be served via "substituted service," meaning a document does not have to be served directly to the person named in the paper. Instead, the document can be posted on the door or given to another member of the household or business. About 25% of the documents require in-person service, which usually takes more time and cannot always be done during normal business hours.





Civil Enforcement FY 2020

Total process served was 62,527 including:

- Subpoenas: 14,751
- Protective orders: 2,642
- Evictions: 1,897
- Bench warrants: 67
- Levies/distress seizure warrants: 953

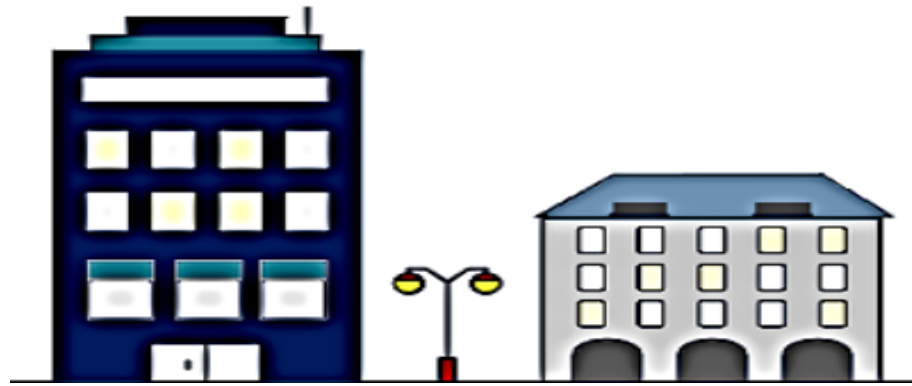
Protective Orders

With the increased number of individuals remaining at home for an extended period due to COVID-19, the Sheriff's Office noted an increased number of preliminary protective orders being generated from the Fairfax County courts. Civil Enforcement supervisors assigned additional personnel to the "Late Standby" schedule, to ensure deputies could make service attempts on protective orders late in the day and, when needed, well into the evening hours.

The Sheriff's Office partners with the County's Domestic Violence Action Center (DVAC) for cross-training in the service of protective orders. During Criminal Justice Academy training for deputy sheriff recruits, DVAC staff engage in role-playing, as both victims and perpetrators, to prepare future deputies to handle difficult circumstances that may arise from the service of these orders. In turn, civil enforcement deputies provide training to DVAC staff on the process of service and possible contingencies.



Eviction Prevention



In 2020, a diverse cross-agency team was created to support efforts to prevent and intervene during the eviction process. The team includes Legal Services of Northern Virginia, Office to Prevent and End Homelessness, Office of Strategy Management, Chief Strategist for Housing and Human Services (HHHS), Department of Neighborhood and Community Services, County Attorney's Office and Sheriff's Office. This team responds to, and tracks, issues involving evictions and works proactively to inform those currently facing eviction on how to get housing assistance from community-based organizations.

The team works very closely with the Sheriff's Office to ensure information about available resources is posted at the courthouse and accompanies eviction documents. Efforts are made to reach those who are vulnerable and those who are non-English speaking, as these groups of people often do not have access to crucial information.

Target Program

Civil Enforcement deputies support the Fairfax County Department of Tax Administration's (DTA) Target Program, a mechanism to enforce compliance with personal property tax laws. During their workday, deputies are on the lookout in residential areas for parked cars with out-of-state license plates.

State law requires County residents to display Virginia plates within 30 days of state residency or a vehicle's purchase. If a resident does not comply, they are subject to the County's no plate tax of \$100 annually, plus a one-time penalty of \$250.



Target Program

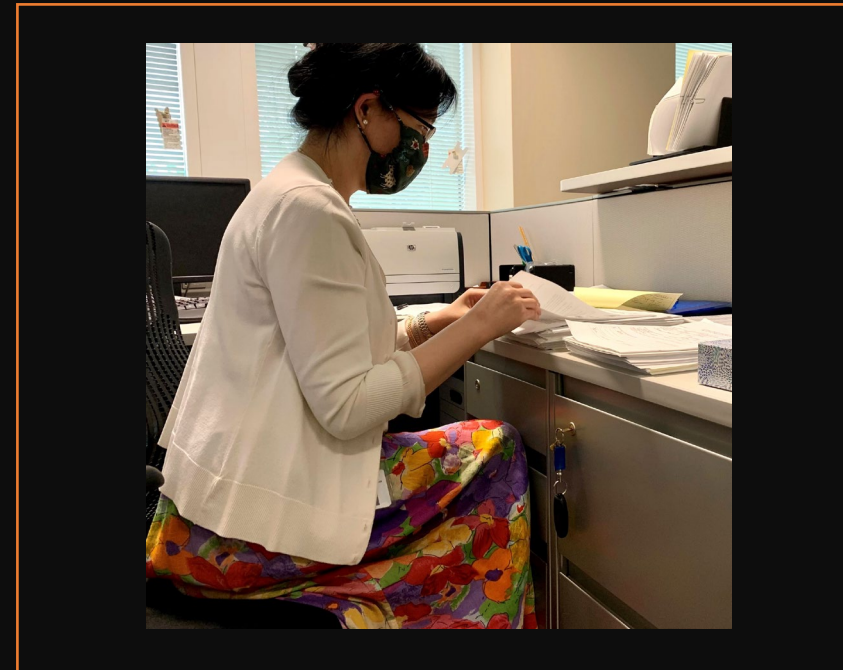
FY 2020

Tags: 7,161

Fines: \$494,888

Administrative Support Unit (ASU)

The Civil Enforcement's Administrative Support Unit (ASU) is comprised of six non-sworn employees. Their role is instrumental to the success of Civil Enforcement Branch deputies. Every day, the deputies receive an average of 30 documents each that must be served. Prior to a deputy receiving documents, the ASU must process, sort and review each one for accuracy. Then they stamp the documents and manually enter them into a tracking database. The ASU is also responsible for processing protective orders and ensuring VCIN/NCIC is updated and accurate.



Behind the Scenes of the ASU

Evictions and Sales

- Receive and review all documents to ensure they are correct for the specific type of action required
- Explain the storage and bond process to the parties involved
- Notify the plaintiff of the requirements for the Sheriff to sell levied property and ensure all requirements are met before the sale date is set
- Ensure the assigned deputy has the proper paperwork at the time of the sale
- Maintain control of the funds until released to the proper supervisor
- Maintain eviction dates and all files for active Writs of Eviction

Treasurer's Distress Seizure Warrants

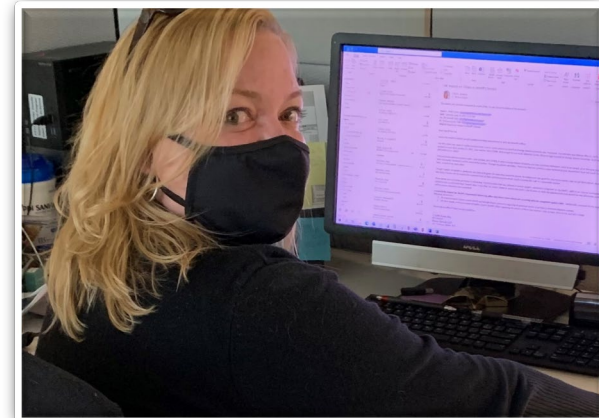
- Act as the liaison between the Fairfax County Department of Taxation (DTA) and the Sheriff's Office
- Process distress seizure orders for tax collection and coordinate the sale of seized/levied or booted vehicles
- Collect funds and disburse to DTA after the sale
- Notify deputies when the removal of a vehicle boot is necessary

Public Contact

- Answer all telephone calls as well as in-person inquiries from the public, courts and attorneys concerning technical legal procedures and status of service
- Determine the urgency of the calls and inquiries and if they require immediate response by sworn staff

Protective Orders

- Review all protective orders to ensure that the documents are correct and ready for service
- Enter every order into the VCIN/NCIC tracking system using the Virginia State Police guidelines.





Code Compliance FY 2020

Since 2007, the Sheriff's Office has assigned two deputies to the Fairfax County Department of Code Compliance, which responds to complaints related to outdoor storage, multiple occupancy, property maintenance, unpermitted construction and other zoning and building code violations.

Department of Code Compliance

- Notices of Violation: 5,102
- Summonses written: 331

Department of Land Development Services

- Notices of Violation: 28
- Summons written: 28

Office of the Fire Marshal

- Summonses written: 128

Total: 5,617

Support Services



Alternative Incarceration Branch (AIB)



The Alternative Incarceration Branch (AIB), connected to the Adult Detention Center, provides housing for offenders granted alternative sentencing options, including Work Release and the Community Labor Force (CLF). The AIB is also the base for the Electronic Incarceration Program.

- In the first nine months of FY 2020, the average daily population in the AIB was **71**.
- With the declaration of the Covid 19 pandemic and the shutdown of off-site inmate work programs such as Work Release and CLF, the average daily population of the AIB in the last three months of FY 2020 (April-June 2020) was reduced to **26**.

Community Labor Force

Low risk inmates can engage in meaningful work and develop employable skills in the Community Labor Force (CLF). Working under the supervision of an armed deputy sheriff, inmate work crews provide services to Fairfax County to include landscaping, emergency snow removal, graffiti removal, blight abatement, litter pick-up and bus stop maintenance.

The CLF maintains many of the County's stormwater management facilities to include 29 rain gardens, 16 tree filters and one vegetative swale. Each location is serviced once a month. CLF also services 1,251 dry ponds, which are basins or depressions to detain or slow the flow of water and are dry between rainstorms. Each dry pond is serviced 4-5 times a per year.



Photos were taken prior to the pandemic.





Community Labor Force FY 2020

- 346 bus stops serviced
- 28 special projects
- 75 County properties landscaped on a monthly basis

Total hours of labor: 34,721

Taxpayer savings: \$1,042,603 (in salaries if work were performed by County employees)

The Covid-19 pandemic not only affected the number of special projects undertaken (which were restricted to in-house requests only), but also the regular workload since daily tasks, usually performed by inmates, were completed by deputies.

Work Release

To qualify for the Work Release Program, inmates must be considered a low flight risk and be medically cleared. Inmates pay for their enrollment and must have at least \$250 in their finance account prior to being eligible. The enrollment fee offsets agency and taxpayer cost to electronically monitor the inmates while they are working.

On March 13, 2020, the Work Release program was shut down due to the Covid-19 pandemic. The Sheriff's Office granted an employer's request to allow one of the former participants to continue working under a new telework status. This inmate successfully completed the program in April. In June, another inmate with the ability to telework was also approved and successfully completed the program.





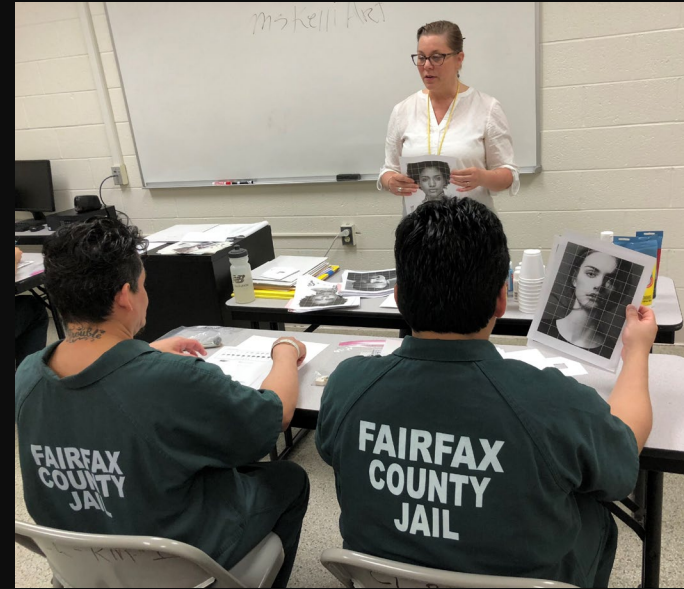
Building Skills, Saving Money, Protecting Lives

Since July 2018, the Sheriff's Office sewing class has helped inmates develop a marketable life skill and save the County money at the same time. In the past, the Sheriff's Office sent out for repair an average of 200 jumpsuits per month at a cost of \$5 each. That amounts to \$12,000 per year. Since each jumpsuit costs about \$15 to \$17 to replace, damaged jumpsuits were disposed of after three repairs. Repairing the jumpsuits in-house saves \$12,000 per year in repair costs and significantly decreases the need to purchase new jumpsuits.

Early in the pandemic, the sewing class began making facemasks using donated fabric. After filling the need for masks inside the ADC and AIB, they made masks for community members in need – thousands of masks sized for adults and children.

Building Skills Therapeutically

A volunteer teaches art to inmates, starting with pencil drawings using a grid system and moving on to painting projects. The class teaches inmates relaxation and coping skills, but more importantly, helps them become more task- and goal-oriented. It also gives them a marketable skill for the future. In the spring of 2019, the art teacher acquired a grant to open a small studio and accepted former inmates who had shown serious interest in art and lived locally.



Photos were taken prior to the pandemic.



Child Safety Seats FY 2020

- 9 checkpoints conducted
- 79 personnel attended
- 563 seats checked, of which only 28 seats had been installed correctly by the parent/caregiver.

Due to Covid-19, no seats were checked from March 1 until June 20, 2020, when safety seat checkpoints resumed. The Sheriff's Office took many pre-cautions to keep families and agency staff safe.



Motor Unit FY 2020

- 6 motor deputies
- 24 events including funeral escorts, local parades, training events, two Basic Motor Schools, recruitment fairs and community outreach events

Other events were cancelled due to Covid-19.



Bike Team FY 2020

- 3 rodeos and 1 parade

Other events were cancelled due to Covid-19.



Project Lifesaver FY 2020

- 1 call out (client found and returned home safely)
- 93 certified operators
- 63 clients needing 6 battery changes per year

Due to Covid-19, there were no public presentations nor demonstrations.





Photo was taken prior to the pandemic.

Community Outreach

In the first half of FY 2020, outreach programs continued as usual, including Shop with the Sheriff:

On August 21, 2019, 40 children from three family shelters came to the Courthouse for a Paisano's pizza party and then paired up with deputies for a back-to-school shopping trip at Target. With guidance from the adults, the children used their \$250 gift cards to purchase age-appropriate tops and bottoms, undergarments, shoes, coats and accessories.

Child ID FY 2020

The Sheriff's Office conducts its Child ID program at the invitation of businesses, organizations and community groups. During the Covid-19 shutdown, there were no opportunities for Child ID events. The 63 events we held took place during the first nine months of the fiscal year.

Photo was taken prior to the pandemic.



- 4,364 ID cards created
- 63 events
- Average of 3 sworn and 1 civilian staff members at each event



Honor Guard FY 2020

- 5 parades
- 15 community-related events
- 7 agency-related events
- 4 funeral services

All spring competitions were cancelled due to Covid-19.

Internship Program

The Sheriff's Office Internship Program is exposure-based versus task-based. Interns are given the opportunity to observe the various divisions of the agency, participate in a civil enforcement ride-along and learn firsthand about a career in law enforcement and corrections.

In FY 2020, the agency hosted 15 interns and participated in two George Mason University internship fairs.

Due to Covid-19, all internships for the spring 2020 semester were cancelled.



Photos were taken prior to the pandemic.

Contact Us



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