



TYRONE NELSON
CHAIRMAN

ROBYN DE SOCIO
EXECUTIVE SECRETARY

CRAIG BURNS
STACI HENSHAW
EX-OFFICIO MEMBERS

COMMONWEALTH OF VIRGINIA

Compensation Board

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

August 16, 2021

MEMORANDUM

TO: Sheriffs and Regional Jail Superintendents
City Managers and County Administrators

FROM: Robyn M. de Socio
Executive Secretary

SUBJECT: 2021 General Assembly Special Session II Action and FY22 Bonus Funding Estimates

Following is a summary of funding/language amendments recommended by the House Appropriations Committee and Senate Finance and Appropriations Committee Budget Conferees to HB7001 (Governor's introduced budget bill) during Special Session II of the 2021 General Assembly impacting Constitutional Officers and the Compensation Board. The purpose of the 2021 Special Session II was to determine allocations of the Commonwealth's distribution of federal American Rescue Plan Act (ARPA) funds in FY22. The conference budget was approved by the full House and Senate, and approved by the Governor on August 10, 2021.

FY22

- Language and funding is provided in the current year (FY22) for a one-time \$3,000 bonus payment for Compensation Board funded sworn positions in sheriffs' offices and regional jails, including sheriffs, sheriffs' deputies, regional jail superintendents and corrections officers in regional jails;
 - Legislative intent provides that this is a one-time bonus to be paid in FY22 to these employees and does not represent base salary funding, and consequently is in addition to and does not supplant local salary supplement funds;
 - A date for implementation of the bonus was not included in the approved budget items, and the Compensation Board is working to determine an appropriate date for implementation of the bonus payment; **additional information regarding timing of the bonus will be forthcoming as soon as possible.**

In keeping with the Compensation Board's practice of providing estimates for funding initiatives approved by the General Assembly impacting the budgets of constitutional officers, I am providing you with an estimate of costs to be budgeted and reimbursed for the \$3,000 bonus payment during FY22 for Compensation Board funded sworn sheriffs, deputies and regional jail officers.

These estimates are based upon funding approved by the 2021 Special Session II of the General Assembly, and Compensation Board funded and filled sworn positions as of August 11, 2021. In reviewing this estimate, please consider the following:

- These figures do not represent approved budgeted amounts at this time. While the final version of HB7001 was approved by the Governor on August 10, 2021, the Compensation Board must take action to approve the new FY22 funding that will be reimbursable for the planned bonus payment. The Compensation Board expects to approve budgeted funds for the planned bonus payment at its next scheduled meeting on Thursday, August 26, 2021.
- Like all funding for salaries and expenses in constitutional offices, the locality will be responsible for paying these expenses and the Compensation Board will reimburse actual expenses incurred with the monthly payroll and expense reimbursement; note that the funding reimbursement for the bonus will be from federal ARPA funds and some reporting and sub-recipient monitoring by the Compensation Board may be required.
- The bonus is approved by the legislature and funded for Compensation Board funded sworn positions only, and is not funded for nonsworn (civilian) positions in sheriffs' offices and regional jails, such as cooks, medical, dispatch or administrative positions. The estimated information identifies which Compensation Board funded positions in each office are eligible, assuming they remain filled on the date of implementation.
- Estimated amounts for the bonus payment in FY22 are based upon currently filled positions as identified in the COIN reimbursement system as of August 11, 2021. Positions that are currently vacant are not eligible for the bonus payment, however, should these positions be filled prior to the date of implementation, they will become eligible for the bonus funding in FY22 and the bonus funding will be reimbursable by the Compensation Board. In the converse situation, any position that is currently filled, funded and eligible for the \$3,000 bonus payment that is vacated before the date of implementation, will no longer be eligible for the bonus payment and the bonus will not be reimbursable. Localities and regional jails must ensure that any individual that leaves a sworn position with the sheriff's office or regional jail prior to the date of implementation and is not employed on that date does not receive the bonus payment as it is not eligible for reimbursement.

MEMO: Sheriffs and Regional Jail Superintendents,
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Page 3 of 3

A spreadsheet and instructions are attached that will allow you to review the estimate of funding for Compensation Board positions eligible for the bonus payment. You may download and save the spreadsheet file containing details for your sheriff's office or regional jail. Please review the bonus funding estimate carefully, or notify the appropriate member of your staff of the availability of this information for review. If you have any questions, please contact us.

Compensation Board Staff:	Contact (click for email):	Telephone:
Bill Fussell, Senior Fiscal Technician	William.fussell@scb.virginia.gov	804-225-3435
Joan Bailey, Senior Fiscal Technician	Joan.bailey@scb.virginia.gov	804-225-3351
Charlotte Lee, Budget Manager	Charlotte.lee@scb.virginia.gov	804-225-3366
Robyn de Socio, Executive Secretary	Robyn.desocio@scb.virginia.gov	804-225-3439