

COLONIAL HEIGHTS SHERIFF'S OFFICE
2020 ANNUAL REPORT



*TODD B. WILSON
SHERIFF*

*CAPTAIN MICHAEL W. ELMORE
CHIEF DEPUTY*

*DAVID L. FOREHAND
LIEUTENANT*

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In compliance with VLEPSC Standard ADM.20.02 this annual report has been prepared and made available for public review concerning agency statistics and activities.

MISSION STATEMENT

The Mission of the Colonial Heights Sheriff's Office is to ensure safety and security in and around the Colonial Heights Courthouse and to discharge all official business of the Sheriff in a non-prejudicial, professional, and courteous manner.

OATH OF OFFICE

COMMONWEALTH OF VIRGINIA
City of Colonial Heights, to-wit:

As a Deputy of the Colonial Heights Sheriff's Office;

I, do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia, and that I will faithfully and impartially discharge and perform all the duties incumbent upon me as a Deputy Sheriff for the City of Colonial Heights, effective (date oath administered), according to the best of my ability. So help me GOD.

Office of Sheriff Overview



The City of Colonial Heights Sheriff is a Constitutional Officer of the Commonwealth elected by city voters every four years. The primary functions of the Sheriff's Office is to provide courthouse and courtroom security; the service of all civil process from our courts, to include civil process received from outside jurisdictions; making arrests at the courthouse on outstanding warrants; and the custody, control and transportation of prisoners or inmates entrusted to the Sheriff's custody or that have been arrested by the Colonial Heights Police Department.

Although not staffed or funded to conduct primary enforcement, the Sheriff and his deputies are sworn law enforcement officers, empowered to enforce state traffic code and affect criminal arrests whenever the situation requires. Deputy Sheriffs routinely assist our city's Police Department by providing additional personnel during major incidents, inclement weather or when additional personnel can help expedite a successful resolution while protecting lives and property.

Funding in support of the Sheriff's Office operations is derived from a variety of resources to include; the State Compensation Board, court fees, grant funds, the City's General Fund, and donations.

The Sheriff's Office participates in several community programs and conducts numerous presentations to the public throughout the year. Some examples of these programs are: Project Life Saver, Crime Prevention Seminars, Scam & Fraud seminars, Child Safety Seat Inspections, and Identity Theft Education. As a means of giving back to our community, the Sheriff's Office partners with local churches and the American Legion Post 284 annually, to donate Thanksgiving Dinner Gift Baskets, to deserving families within the City of Colonial Heights.

2020 Highlights from the Sheriff

- The Colonial Heights Courthouse hosted more than 36,000 visitors
- Sheriff's Staff secured 1,850 inmates without injury or incident
- Deputies transported more than 758 inmates and mental health subjects to various jurisdictions and mental health facilities throughout the state of Virginia.
- More than 9,000 civil papers were served throughout the city
- More than 360 dockets were heard within the courts, without any reported injury or incident to public or staff.
- Continued provisions for the public 'Exchange Zone' parking/meeting spaces with 24 hr. video surveillance at the courthouse property
- Conducted, participated and hosted professional training such as: active shooter/critical incident/courtroom security/firearms instructor, Project Lifesaver, National Child Passenger Safety Program.
- Due to complications associated with the COVID-19 Epidemic this year, Deputies were unable to conduct their annual Thanksgiving Baskets and Christmas Bike's for Kids programs as usual. In lieu of the Sheriff's Office regular holiday drives Deputies were still able to team up with local sponsors and put together a more contactless approach to aid deserving families for Thanksgiving and Christmas.
 - Deputies with monetary support from local businesses and organizations provided Thanksgiving Dinner Baskets and several gifts for multiple deserving Colonial Heights families during the holiday season. The following business and organizations provided monetary support with our holiday endeavors.
 - CH Moose Lodge
 - American Legion Post 2
 - American Legion Post 284
 - Asset Protection Group, Inc.
 - Fraternal Order of Eagle
 - Fraternal Order of Eagle Ladies Auxiliary

*"The men and woman of the Colonial Heights Sheriff's Office continue to prove themselves to be a team of **dedicated professionals**. I am proud to be among them"*



Todd B. Wilson
Sheriff, City of Colonial Heights

Public Entrance/Security Checkpoint

The Public Entrance/Security Checkpoint - is a critical element of any courthouse security plan. During 2020 Sheriff's Deputies screened more than 35,000 visitors entering the courthouse. Due to the nature of business conducted at the courthouse it is necessary to screen each visitor for dangerous and/or prohibited items that may cause harm to judicial staff, the visiting public, and the courthouse building itself. Sheriff's Deputies at the Security Checkpoint are responsible for professionally greeting and screening all visitors entering the courthouse. All visitors are directed to place any keys, metal or change (including wallets) into a tray and along with personal bags, purses, and/or briefcases, these trays are thoroughly screened utilizing a detailed X-ray machine. All prohibited items that are located during the screening process are confiscated or held and **WILL NOT** be permitted past the Security Check Point. Visitors to the courthouse will encounter several signs strategically placed on the lawn of the courthouse property that provide information on such prohibited items.



Prohibited items sign located on courthouse lawn

Public Entrance/Security Checkpoint

-Continued-

After all personal items are scanned through the X-ray machine visitors to the courthouse will be asked to walk through one of two magnetometers (metal detectors) adjacent to the Deputy's bunker... If an alarm is activated on the magnetometers the attending Deputy will scan visitor(s) with a hand held metal detecting wand for metal objects that were detected via the previous scan. Any weapons or dangerous item(s) which are located during the secondary scan (*ex: knives, sharp instruments, chemical sprays*) are subject to confiscation or the visitor will be kindly asked to return certain prohibited item(s) (*ex: cell phone, cameras, recording devices*) to their vehicle.

Under **NO CIRCUMSTANCES** are **FIREARMS** permitted within the confines of the courthouse by the general public. Those attempting to bring firearms or other dangerous weapons into the courthouse are subject to legal action and/or arrest. The primary goal of the Colonial Heights Sheriff's Office throughout the security screening process, is to provide a safe and hospitable setting for all courthouse patrons and judicial staff to conduct their business, and legal affairs on a daily basis.



Chemical Spray
/ Mace

Assembled
Credit Card Knife

Unassembled
Credit Card Knife

Utility Razor
Blade

Folding Pocket
Knife

Prohibited dangerous items held and/or
confiscated at Sheriff's Office Front
Desk – Security Check Point.

2020 Holiday Family Drives



Thanksgiving Dinner Baskets

Pictured: Deputy Nick Faison, Lt. David Forehand, Deputy Jody Davis, Sheriff's Administrative Assistant – Erin Williams, Deputy Michael Kennedy, Deputy Michael Sheehan, Deputy Shantee Williams

2020 Holiday Family Drives



Christmas Family Gifts
Pictured: Deputy Shantee Williams

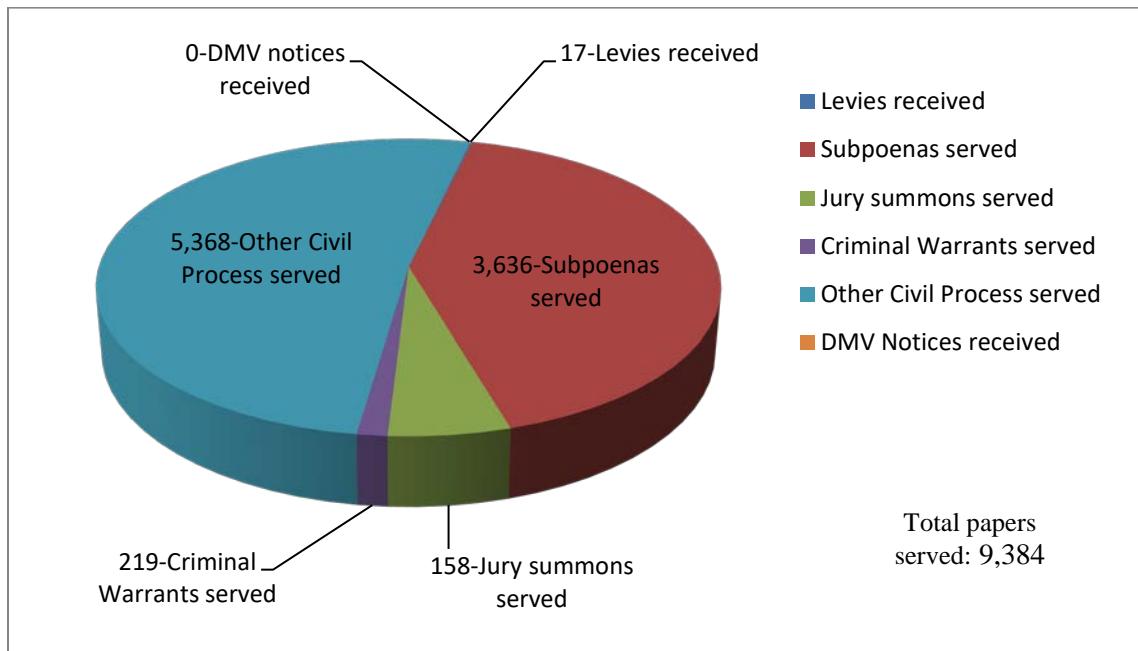
2020 Holiday Family Drives



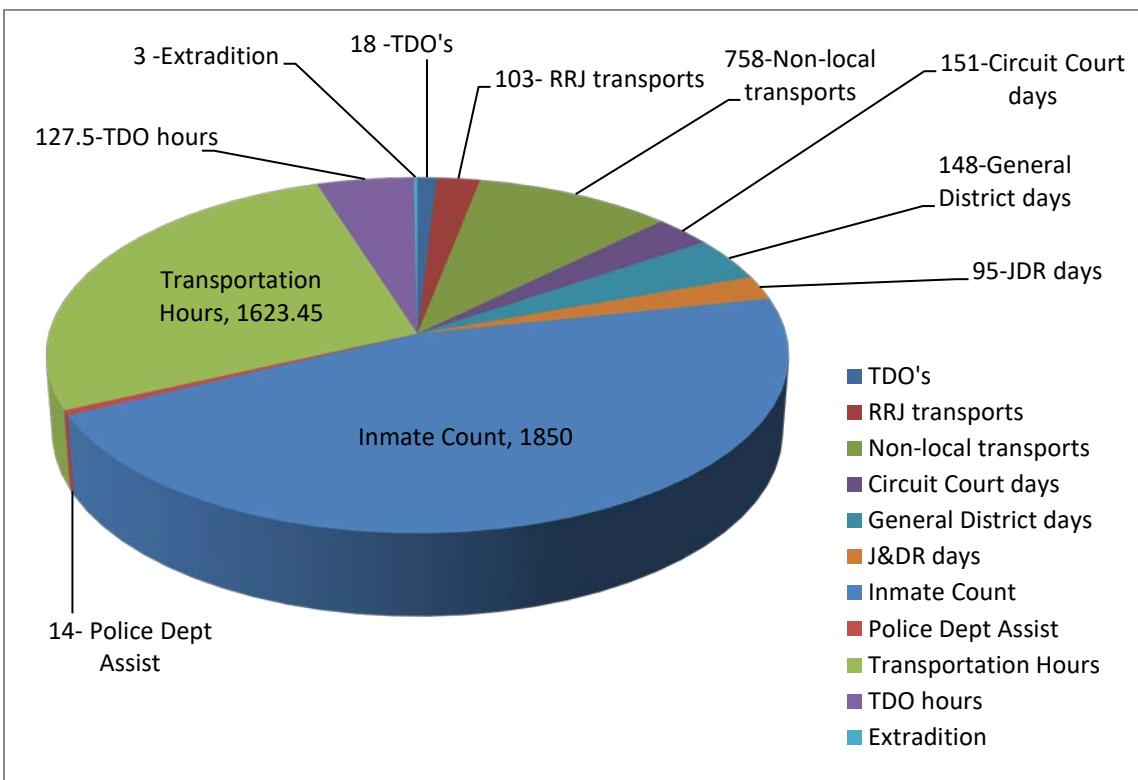
Christmas Family Gifts

Pictured: Deputy Shantee Williams, Sheriff's Administrative Assistant, Erin Williams

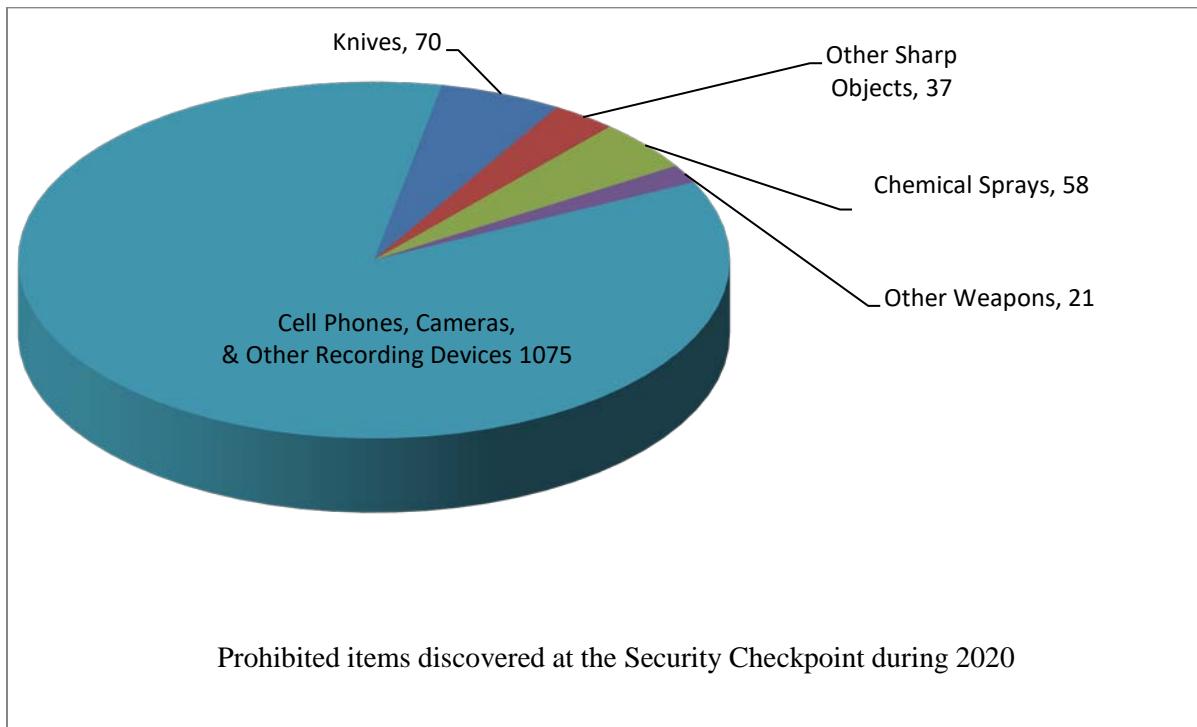
2020 Civil and Criminal Processes Served



Other Statistics



Public Entrance/Security Checkpoint



"Thank you to all my dedicated staff and the citizens of the City of Colonial Heights for your continued support, and for another successful year as your Sheriff".

Todd B. Wilson
Sheriff, City of Colonial Heights