

TYRONE NELSON
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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 27, 2021

MEMORANDUM

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

FROM: Robyn M. de Socio
Executive Secretary

SUBJECT: Additional Information regarding FY22 ARPA Bonus for Sworn Sheriffs,
Sheriffs' Deputies & Regional Jail Officers

I am writing to provide an update to my notice of August 16, 2021 regarding 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. I am also writing to request additional information regarding sworn deputy sheriffs or regional jail officers occupying a "partially-funded" position on the Compensation Board payroll.

The Compensation Board met on August 26, 2021 and approved budgeted funding for each sheriff's office and regional jail to provide for the bonus approved during the Special Session II of the 2021 General Assembly. Please refer to the spreadsheet showing estimated funding for the bonus at the position level in your sheriff's office or regional jail that was provided with my communication on August 16. These amounts are now approved, pending any turnover that may occur in Compensation Board funded sworn deputy sheriff and regional jail officer positions between now and the date of implementation of the bonus.

Regarding implementation of the bonus, the Compensation Board approved implementation by each locality and regional jail on a timeline according to its own ability to complete any necessary meetings and actions by local governing bodies, and to align with an appropriate pay date according to the locality's pay schedule. While the Compensation Board encourages each locality and regional jail to implement the bonus as soon as possible, **the bonus must be implemented no later than November 30, 2021**. Similar to the process for reimbursing a similar bonus in December, 2020, the Compensation Board will provide reimbursement for bonus amounts paid with the payroll reimbursement for the month corresponding to the month in which the bonus is paid by the locality or regional jail.

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In my initial communication, I indicated that individuals would be eligible for the bonus if they occupied a sworn funded deputy or regional jail position on the Compensation Board payroll on the date of implementation of the bonus. A detailed review of the State and Local Fiscal Recovery Fund Interim Final Rule indicates that the ARPA defines "premium pay", which is the eligibility category under which this bonus is approved, to mean "an amount up to \$13 per hour in addition to wages or remuneration the worker otherwise receives". As a result, any sheriff, sheriff's deputy or regional jail officer receiving the \$3,000 bonus must have served in a sworn position in the sheriff's office or regional jail for at least 231 hours, or approximately 5.8 weeks, as of the date of implementation of the bonus as determined by the locality or regional jail. Localities and regional jails will be required to certify that this requirement has been met when seeking reimbursement for the paid bonus.

Lastly, several offices have noted that sworn deputy sheriffs or regional jail officers occupy positions on the Compensation Board payroll that are designated as "partially-funded" with classifications of PMED, PTRT, PREC, PCLS, RPMED, RPTRT, RPREC, RPCLS. These positions are not designated by the Compensation Board as sworn, as they frequently represent positions allocated for medical services. However, we will do a review of these "partially-funded" positions in which the Sheriff's office or Regional Jail attests the position is filled by a sworn corrections deputy or regional jail officer. For consideration, you must send an email to customerservice@scb.virginia.gov providing a statement that the following positions are filled by a sworn corrections deputy or regional jail officer, and listing the positions by identifying the Compensation Board position number, classification, and last name and first initial of the incumbent. **This email must be received by the Compensation Board no later than Wednesday, September 8, 2021.**

In early September, we will provide an additional communication regarding locality certification and reporting requirements to ensure reimbursement of bonuses paid with federal American Rescue Plan Act (ARPA) funding.

If you have any questions, please contact a member of the Compensation Board staff below.

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