



TYRONE NELSON
CHAIRMAN

CRAIG BURNS
MARTHA MAVREDES
EX-OFFICIO MEMBERS

ROBYN DE SOCIO
EXECUTIVE SECRETARY

COMMONWEALTH OF VIRGINIA

Compensation Board

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

November 9, 2020

MEMORANDUM

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

FROM: Robyn M. de Socio, Executive Secretary

SUBJECT: FY21 ESTIMATES OF 12/1/2020 BONUS PAYMENT FUNDING

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 a \$500 bonus payment on December 1, 2020 for Compensation Board funded sworn sheriffs, deputies and regional jail officers.

These estimates are based upon funding approved by the 2020 Special Session I of the General Assembly, and Compensation Board funded and filled sworn positions as of November 5, 2020. In reviewing this estimate, please consider the following:

- These figures do not represent approved budgeted amounts at this time. The Governor sent his amendments to the legislature on November 5, 2020 for the budget they approved on October 16, 2020, and the House of Delegates and Senate both met today to consider those amendments. Following today's Special Session action and adjournment, the Governor is expected to sign the new budget for FY21 and FY22 soon. After the Governor signs the budget, the Compensation Board will be able to take action to approve the new FY21 funding that will be reimbursable for the planned bonus payment. The Compensation Board plans to approve budgeted funds for the planned bonus payment at its next scheduled meeting on Thursday, November 19, 2020.
- Legislative intent provides that this is a one-time bonus to be paid effective December 1, 2020 to these employees and does not represent base salary funding, and consequently is in addition to and does not supplant local salary supplements or any recent local salary increases. 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. Additional questions related to previously funded and/or similarly timed local bonuses are currently under review and the Board will provide more information as soon as possible.

- The bonus is approved by the legislature and funded for 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 estimate information identifies which Compensation Board funded positions in each office are eligible, assuming they remain filled as of 12/1/2020.
- Estimated amounts for the bonus payment in FY21 are based upon currently filled positions as identified in the COIN reimbursement system as of November 5, 2020. Positions that are currently vacant are not eligible for the bonus payment, however, should these positions be filled prior to 12/1/2020, they will become eligible for the bonus funding on 12/1/2020 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 \$500 bonus payment that is vacated before 12/1/2020, 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 December 1, 2020 and is not employed on December 1, 2020 does not receive the bonus payment as it is not eligible for reimbursement.

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
Charlene Rollins, Customer Service Manager	Charlene.rollins@scb.virginia.gov	804-225-3321
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