

# *Annual Report*

*Prince William County Sheriff's Office*



# **FY 2023**



*Serving the community since 1731  
A Virginia Accredited Agency*

# A LETTER FROM SHERIFF HILL

Dear Citizens,

I want to thank the citizens of Prince William County, and the Cities of Manassas and Manassas Park for allowing me to serve as your sheriff since 2004. I am pleased to present the FY23 Prince William County Sheriff's Office Annual Report. This report includes information on several of the programs, accomplishments and activities that represent the key values of what this office stands for – integrity, respect, public service and professional standing.

The Prince William County Sheriff's Office continues operating with the highest professional standards of the Virginia Law Enforcement Professional Standards Commission (VLEPSC) and the National Sheriffs' Code of Ethics. Our primary responsibility is to provide law enforcement support to public agencies within Prince William County, serve civil process, provide timely transport of inmates and patients to treatment facilities, and provide courthouse and courtroom security to judges, judicial center staff and visitors. To better serve the community, we offer a Gun Safety program for the youth, a Senior Safe program for the elderly population, a Project Lifesaver program for individuals who wander from their residence, and a mentoring program for at-risk youth in partnership with the Restorative Justice program.



Some of the other programs and services we provide the community are children, senior and special needs identification cards, citizen fingerprinting for job applications, funeral escorts, unclaimed deceased resident investigations and ceremonies, a civil disturbance unit, peer support team and self-defense classes through the Rape, Aggression, Defense (R.A.D.) program. In addition, we participate in many outreach events in support of the Law Enforcement Torch Run for Special Olympics Virginia to include Cops and Lobsters, the Kickin' Bass Fishing Tournament, Plane Pull and Polar Plunge. In FY23, we were able to raise \$80,710 through local support and donations. The achievements of this office are not possible without the support of our community, and the outstanding work of our sworn and civilian staff.

The Prince William County Sheriff's Office is committed to enforcing the law, maintaining a strong presence in the community through outreach services, and continued partnerships with public safety agencies to keep our community safe. As your sheriff, I will continue to uphold the values and mission of this office, while maintaining transparency and operating in a cost-effective manner. As always, thank you for the trust you placed in me. As I look forward to the coming year, I assure you my staff and I will continue to work diligently to provide this community with the great service you expect and deserve.

Best Regards,

A handwritten signature in cursive script that reads "Glendell Hill".

Glendell Hill

# MISSION STATEMENT

The Prince William County Sheriff's Office, in partnership with elected leaders, staff and citizens, as part of public safety, will provide security at the Judicial Center, serve all court process, provide timely transport for prisoners and patients, and continue to develop and enhance collaboration with all of our community partners.

The sheriff's office takes great pride in serving the citizens of Prince William County, the Cities of Manassas and Manassas Park, and the Towns of Dumfries, Occoquan, Quantico and Haymarket. Established in 1731, the sheriff's office is the oldest Prince William County Government agency.

Our primary responsibility is securing the Judicial Center and serving civil process. The sheriff's office holds concurrent law enforcement jurisdiction with local police departments and stands ready to assist the police in their primary duties whenever and wherever needed.

## INTEGRITY

The Prince William County Sheriff's Office is committed to the highest performance and ethical standards, and shall treat all people with fairness, courtesy and compassion.

## RESPECT

The Prince William County Sheriff's Office upholds the principles and values embodied in the Constitution of the United States and the Constitution of the Commonwealth of Virginia.

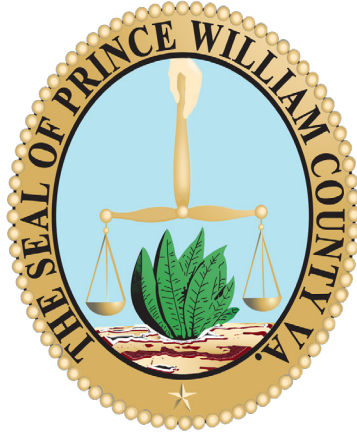
## PUBLIC SERVICE

The Prince William County Sheriff's Office provides the highest levels of professional, effective and efficient services to the public, and is firmly committed to the principles of community involvement, through problem solving partnerships, state-of-the-art security equipment, law enforcement equipment and techniques.

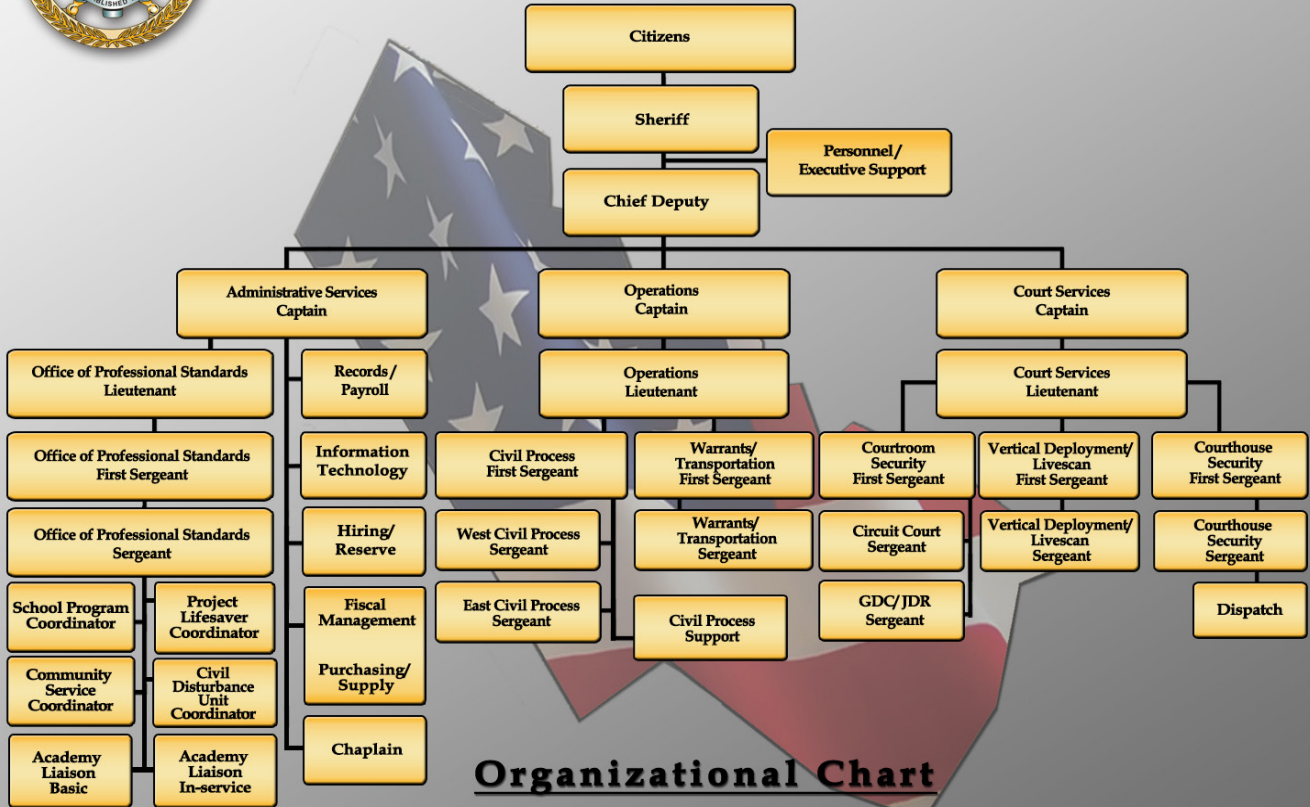
## PROFESSIONAL STANDING

The Prince William County Sheriff's Office operates with the highest professional standards of the Virginia Law Enforcement Professional Standards Commission (VLEPSC) and the National Sheriffs' Code of Ethics.

# ORGANIZATIONAL CHART



## Prince William County Sheriff's Office





# RECOGNITIONS

New Hires	
David Anderson	Sheriff's Deputy
Christian Argueta	Sheriff's Deputy
David Bishop	Sheriff's Deputy
Glendaliz Casimiro-Silva	Administrative Technician
Edwin Ferrell	Sheriff's Deputy
Destin McKinzy	Sheriff's Deputy
Jesse Meekins, Jr.	Sheriff's Deputy
Mackenzie Miller	Sheriff's Deputy
Kevin Pittman	Sheriff's Deputy
Kevin Rustrian	Sheriff's Deputy
Tiffany Scaggs	Sheriff's Deputy
Preston Spicely	Sheriff's Deputy
Collin Tang	Sheriff's Deputy
Joan Vidal Acosta	Sheriff's Deputy



Retirements	
Sheila Johnson	3/2023
Nieves Russell	8/2022

# Awards and Certificates



Lieutenant Amanda Thompson (pictured above) met all the requirements to become an assessor for the Virginia Law Enforcement Professional Standards Commission (VLEPSC).

<b>Crisis Intervention Team (CIT) Graduates</b>	
Ronald Christofano	Sergeant
Edwin Ferrell	Sheriff's Deputy
Cynthia Gomez	Sheriff's Deputy
Delone Hannah	Sheriff's Deputy
Adam Hilton	Sheriff's Deputy
Matthew Mihalovich	Sergeant
Ruth Rivas	Sheriff's Deputy
Kate Sporysz	Sheriff's Deputy
Joseph Sutton	First Sergeant
Maria Thacker	Public Safety Technician
Calvin Williams	Sheriff's Deputy



<b>Career Development Steps and Promotions</b>	
Leyda Argote-Estrada	Administrative Specialist
Whitney Brown	Senior Business Services Analyst
Kellie Crespo	Captain
James Dixon	Master Deputy
Jack Richards	Master Deputy
Michael Sebben	Sergeant
Harold Sims	First Sergeant
Amanda Thompson	Lieutenant
Joshua Thompson	Master Deputy

# PROGRAMS

**R.A.D** The Rape, Aggression, Defense (R.A.D) program is a fundamental hands-on training that teaches women how to defend themselves in the event of an attack. It combines classroom instruction on awareness, prevention, risk reduction and avoidance with basic hands-on defense tactics. RAD offers a 12-hour basic physical defense program for women taught by certified sheriff's office RAD Instructors. A variety of topics are covered, with an emphasis on the "Four Risks of Personal Safety" physical defense techniques. The sheriff's office hosts RAD classes throughout the year and registration is open to women and girls ages 12 and older.

**Peer Support** The Peer Support program is comprised of a team of four members (civilian and sworn) that provide 24/7 confidential peer-to-peer support, and services to sheriff's office employees, and/or their family members during times of crisis, tragedy or significant illness. The Peer Support Team has two main functions: to assist sheriff's office staff involved in a critical incident and/or potentially traumatic event, and to provide sheriff's office staff with assistance and referrals in the areas of stress management, behavioral health concerns, suicide prevention and overall wellness.

**Civil Disturbance Unit** The Civil Disturbance Unit (CDU) was established in March 2021. The purpose of this unit is to support the sheriff's continuous vision of enhancing the security of the Judicial Center, and to maintain the peace and protection of all Prince William County citizens. The Civil Disturbance Unit is made up of sworn deputies from all divisions of the sheriff's office. This unit will be able to respond to civil demonstrations, provide event security and assist other jurisdictions throughout the region.

**SOLD** The Prince William County Sheriff's Office Leadership and Development (SOLD) program was created in 2019 to examine, and foster the links between leadership and personal development. The program was designed and developed to effectively focus on the development of its staff, from individual contributors to senior leadership levels. The program focuses on systems dynamics, the role of "self" as an instrument of change, and understanding how to create productive and fulfilling relationships as leaders. The program consists of various topics with a tailored focus on emotional intelligence, team and individual coaching, diversity, change, communication and various other topics based on observations made throughout the program.



**Senior Safe** Senior Safe is a free program designed through the use of a Personal Emergency Response System (PERS) to protect seniors residing in their home. The system allows users to connect with the sheriff's office by simply pressing a help button worn as a necklace, pendant or wristband. Seniors can access help anytime, 24 hours a day, 7 days a week. The Senior Safe program helps seniors remain independent and possibly avoid being put in a retirement home by sending them help quickly in the event of an emergency like a fall, medical issue, home intrusion, etc. Deputies install the Help Dialer 700 to the client's existing landline phone jack and programs three emergency contact numbers into the equipment with the last number being the sheriff's office number. If the client does not have a landline and only a cell phone, a Bluetooth adapter is then installed to connect them to the Help Dialer 700. In addition, deputies record an emergency message onto the equipment that states the client's name, address and the client's need for emergency help. When the client activates the panic button, the Help Dialer 700 calls the three programmed phone numbers and plays the personalized emergency message. When the courthouse deputy or our dispatch receives the call, the receiver simply presses any button on their phone to open two-way communication through the built in speakerphone from several rooms away. The receiver of the call then takes down all the emergency information and contacts 911.

**Gun Safety** In collaboration with the Northern Virginia Cooperative Extension and 4H Club, the sheriff's office teaches an interactive learning program on gun safety called "Safe at Home, Safe Alone" to fourth grade students in Prince William County, and the Cities of Manassas and Manassas Park. Repetition is key with children which is why the office focuses on students remembering the basic principle — if you see a gun, don't touch it, tell an adult. The program has been well-received by many, and is requested by schools throughout the area.

Deputy Gregory Johnson (right) with Principal McDonald (left) at Bel Air Elementary School. Deputy Johnson presented the Gun Safety program to students from that school.



**Unclaimed Residents** Each year, the Prince William County Sheriff's Office holds its annual Unclaimed Residents Ceremony. This ceremony provides a permanent resting place for a number of deceased residents of Prince William County, and the Cities of Manassas and Manassas Park, who go unclaimed by their family members or had no next of kin. To provide a dignified burial for the deceased residents, who died of natural causes, the Prince William County Sheriff's Office contracts with several funeral homes for cremation services. In partnership with local cemeteries, each unclaimed resident is provided with a burial plot, and container to hold the remains at no cost. With assistance from the Missing in America Project (MIAP), the remains of service members honorably discharged, are interred at Quantico National Cemetery. Through partnerships with local businesses, and the community, the Prince William County Sheriff's Office can honor those deceased residents with a proper burial so they are not left behind.

**Accreditation** The Prince William County Sheriff's Office was the first sheriff's office in Virginia to receive State Accreditation in 1996. Being accredited enhances the community's understanding of the agency and its role in the community, along with its goals and objectives. Re-accreditation is required every four years to ensure the current standards are being met. Our agency is on its seventh re-accreditation through the Virginia Law Enforcement Professional Standards Commission (VLEPSC).



Our Accreditation Manager and State Accreditation Assessor, Captain Kellie Crespo (above) was presented with the Commissioner's Award for her professionalism and dedication to the Virginia Law Enforcement Professional Standards Commission (VLEPSC) program since 2004.

**Project Lifesaver** The Project Lifesaver (PLS) program was established in April 1999 as an initiative of the 43rd Search and Rescue Company of the Chesapeake Sheriff's Office. Project Lifesaver's mission is to use state-of-the-art technology to assist those who care for individuals with Alzheimer's and other related disorders such as Autism, Down Syndrome, Dementia, etc. Each Project Lifesaver participant receives a personalized battery operated radio transmitter. Those transmitters assist caregivers, families and local emergency agencies in locating participants who tend to wander, and cannot help themselves. More than five million people in the United States have Alzheimer's and other related disorders. That number is expected to triple by 2050. Well over 50% of those people will wander and become lost. It's a critical emergency when someone with Alzheimer's or other related disorders is lost because they are unaware of their situation. Those individuals do not call out for help and do not respond to people calling for them. Nearly half of them will die, and many may become injured or fall victim to predators if they are not located within 24 hours. Project Lifesaver participants wear a personalized wristband that emits a tracking signal. When a caregiver notifies the local Project Lifesaver agency of a missing participant, the search and rescue team respond to the participant's last known whereabouts and starts searching for the participant using the mobile locator tracking system. Search times have been reduced from hours in a day to minutes. The tracker is a battery operated wrist transmitter that emits an automatic tracking signal every second, 24 hours a day. The signal is tracked on the ground or in the air over several miles. Because each wristband has a unique radio frequency, the Project Lifesaver search team can positively locate and identify the participant who has wandered away from their home or care facility.



# COMMUNITY OUTREACH

The Prince William County Sheriff's Office recognizes the importance of community outreach and involvement. Opportunities to interact with citizens of Prince William County allow the sheriff's office personnel a chance to better understand and serve the needs of the community. The community service programs offered by the sheriff's office are dedicated to improving the quality of life for Prince William County residents. Community programs are available to all Prince William County residents and are focused on raising awareness of important safety issues. The programs build a strong beneficial partnership between the sheriff's office and the community we serve. To learn more about the sheriff's office community programs, please visit our website at [www.pwcva.org/sheriff](http://www.pwcva.org/sheriff).

**Child ID** At community events all around the county, deputies and civilian staff photograph, measure a child's height, add demographic information received from the child's parent and then produce a plastic identification card for the parent's safekeeping. To protect the privacy of the family, none of the personal information is retained by the sheriff's office. For families in our community, this card could be the key to assisting law enforcement agencies should their child ever become missing. For the children, the process of producing the card offers them a fun and positive experience interacting with law enforcement officers.

**Santa Cop** On December 3, 2022 and December 10, 2022, Prince William County Sheriff's Office staff participated in the annual Santa Cop event hosted by the Battlefield FOP Lodge #43. The Santa Cop event treats 100 children from both the East and West ends of the county to a holiday shopping spree. Our deputies, along with many other state and local agencies, escort the children to Walmart and assist them with shopping for items totaling no more than \$175 per child. The children are then driven in office cruisers to a restaurant to have breakfast. During breakfast, volunteers gift wrap the children's presents. After breakfast, the children receive their gift wrapped presents and return home. The annual Santa Cop event is always a wonderful event filled with smiles, laughs and a visit from Santa Claus himself!





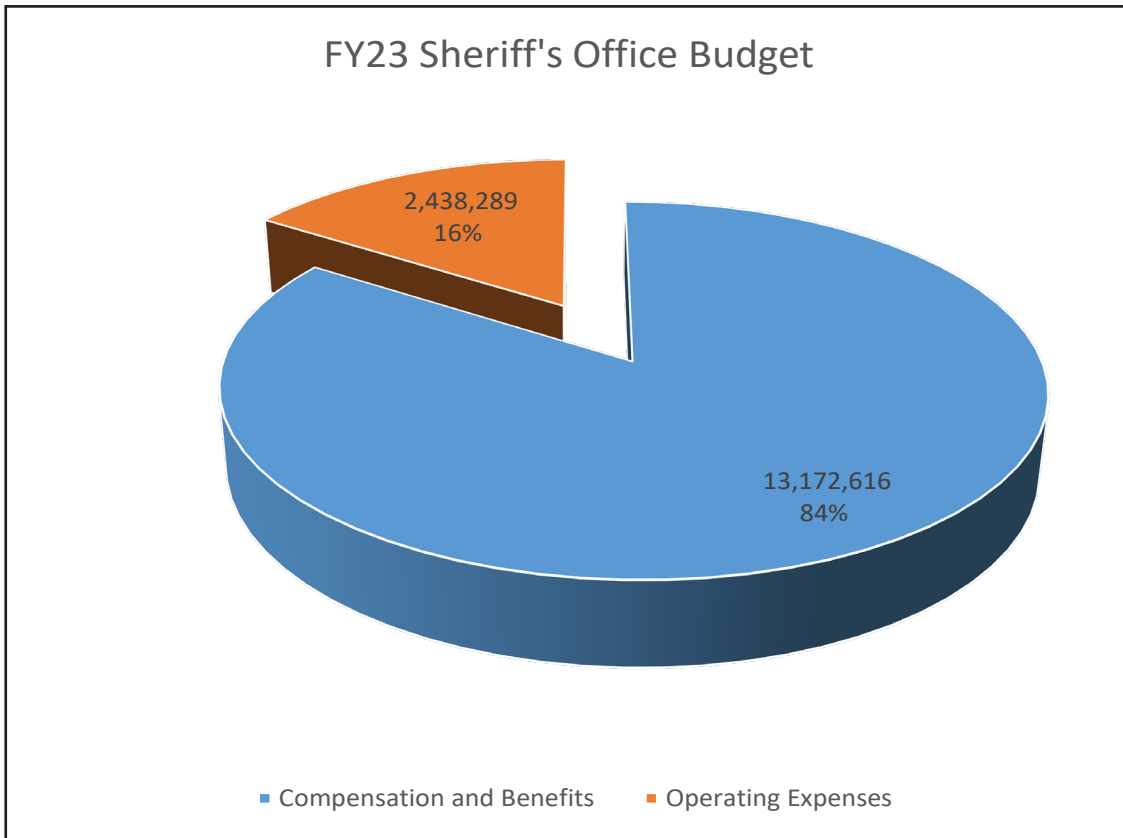
# ADMINISTRATIVE SERVICES DIVISION

The Administrative Services Division provides the support required to carry out the functions that ensure the sheriff's office meets the goals and mission of the agency. The Administrative Services Division is overseen by Captain Kellie Crespo and is divided into five sections: Office of Professional Standards (OPS), Human Resources, Records/Payroll, Information Technology (IT) and Fiscal Management. These sections collaborate to ensure the highest quality of service is provided to the community and sheriff's office staff.

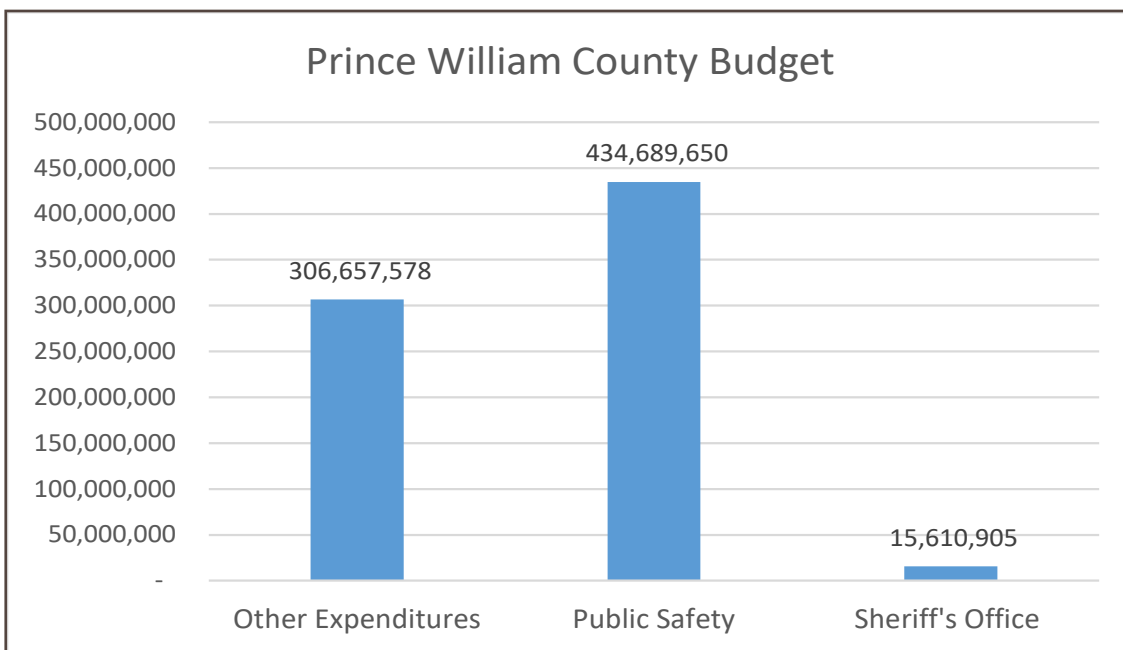
- **Office of Professional Standards (OPS):** This section encompasses training and development, accreditation, policy management and community services.
- **Human Resources:** Provides support for staff and assists in the hiring of new sworn and civilian personnel. The sheriff's office continually searches for highly skilled men and women to serve the community. Within this section, we are responsible for conducting background research on qualified applicants. To obtain employment at the sheriff's office, qualified applicants must go through a comprehensive background investigation involving the collection and processing of employment documents, credit and records check, an interview, a polygraph, psychological evaluation and physical exam.
- **Records/Payroll:** Oversees all internal and external agency records and maintains compliances with all federal, state and county agencies. The payroll manager oversees the entire payroll process through an electronic management system by verifying submitted records.
- **Information Technology (IT):** IT is the use of computer systems or devices to access information. This section is responsible for a large portion of our workforce and agency operations.
- **Fiscal Management:** Handles the planning, directing and controlling of financial resources, and reports agency finances directly to the state and county.

# Budget

FY23 Total Sheriff's Office Expenditure Budget: \$15,610,905



FY23 Total General Fund Expenditure Budget: \$756,958,133



# COURT SERVICES DIVISION

The Courts Services Division maintains the safety and security of the courthouse for every court employee and citizen who enters the Judicial Center. In addition, they are responsible for upholding the integrity of the judicial process. The division is overseen by Captain Willie Hardeman and is comprised of three main areas: Courtroom Security, Courthouse Security and Vertical Deployment.

- **Courtroom Security:** Maintains security and order in the courtrooms. Additionally, this section provides support services to judges, manages jurors in the courtroom, and other court related tasks and duties as required.
- **Courthouse Security:** Screens all individuals entering the courthouse. Deputies have the authority to arrest visitors who violate the law such as those who carry unlawful weapons or illegal drugs, or are under the influence of alcohol or drugs. These deputies often respond to unusual circumstances and situations within and around the courthouse and are often the first responders when someone suffers a medical emergency. They also patrol the judicial center area.
- **Vertical Deployment/Livescan:** Escorts inmates to and from the courtrooms, collects DNA for state forensic labs, and updates sex offender information. They are also responsible for inmate fingerprinting, processing citizens taken into custody from court, and conducting criminal background checks for citizens applying for concealed weapon permits.





## Court Services Statistics

	FY21	FY22	FY23
Visitors Screened	325,466	243,244	283,400
Docketed Cases	192,313	131,892	183,217
Arraignments	10,061	9,741	9,192
High Profile Cases	17	28	68
Inmates in Custody	9,701	18,747	29,615
Escorts from Court	196	151	121
Training Hours	2,163	2,008	1,528
Packages Scanned	2,502	2,543	2,793
Confiscated Items	1,215	1,569	1,989

### Juvenile Restorative Justice Program

- The sheriff's office mentors and counsels at-risk youth through the Juvenile Restorative Justice Program. The courthouse portion of the program was developed by Captain Willie Hardeman, who continues to facilitate the program with full support from Sheriff Glendell Hill. Captain Hardeman, with the assistance of several deputies, works diligently with at-risk youth to encourage them to make positive decisions in their lives.
- The goal of the program is to reach at-risk youth early and provide long-term solutions to the obstacles they face — at their residence, in school and in their respective communities. This is accomplished through the participation of parents or guardians and through the partnership and support of officers of the court, public safety agents and community organizations.
- Monthly meetings offer services to help them make positive and healthy life choices; this includes teaching decision making options and alternate ways of handling stressful situations (i.e. bullying, drug usage and social media pitfalls). A tour of the courthouse and lockup facility is mandatory for the program participants. In essence, the program provides them with a 'second chance', and the necessary tools to acknowledge their mistakes and get back on the right path. In addition, participants that successfully complete the program, gain the possibility of receiving delayed prosecution and reduced or dismissed charges.
- The sheriff's office is proud to have mentored well over 2000 at-risk youths who have committed felony and misdemeanor crimes in Prince William County.

# OPERATIONS DIVISION

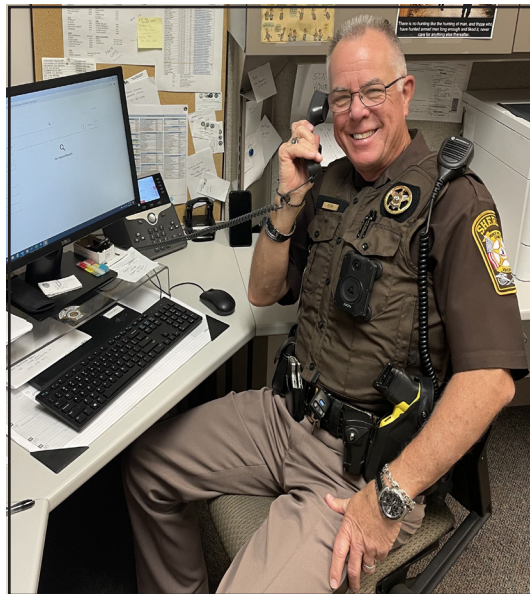
The Operations Division is dedicated to the safe, efficient and legal service of court documents. Deputies in the Operations Division spend the majority of their time in the community serving civil papers and criminal warrants. The request for these services range from judiciaries, large and small law firms, businesses and individual citizens. Some of the additional services the deputies provide are traffic control and enforcement, disabled motorist assistance and secondary assistance to adjoining agencies within the county for criminal and traffic related matters. The Operations Division is overseen by Captain Tony Sindlinger and is comprised of three main units: Civil Process, Transportation and Warrants.

- **Civil Process:** Handles the timely service of legal documents within Prince William County, the Cities of Manassas and Manassas Park, and the Towns of Dumfries, Haymarket, Occoquan and Quantico. The civil process support staff are the first point of contact for the public and are responsible for processing new requests. In addition, they offer on-site services for citizens.
- **Transportation:** Provides prisoner transport to and from criminal justice facilities throughout Virginia. In addition, they assist with transportation for citizens in need of a mental health assessment and placement in mental health facilities.
- **Warrants:** Handles all child support and post conviction warrants for local, out-of-county and out-of-state offenders. These warrants include probation violations, violation of court orders and failure to appear in court. The unit also assists out-of-state agencies in the apprehension of fugitives located in Prince William County. In addition, the Warrants unit is responsible for conducting extraditions throughout the United States, and assisting the U.S. Marshal Service Task Force when operating in the county.



# Operations Statistics

	FY21	FY22	FY23
Civil Papers Served	52,977	58,084	64,684
Criminal Warrants Served and Closed	635	759	841
Evictions Received	678	884	2,664
Funeral Escorts	328	379	390
Civil and Prisoner Transports	1,592	1,510	1,800
Citizens Fingerprinted	65	1,277	1,048
Number of Customers Served	2,995	18,022	18,006



# Additional FY23 Operations Statistics

	Total Number
Warrants Received	671
Extraditions	21
Extradition Miles Driven	11,218
Prisoner Transports	1,544
Civil Transports	164

# VSI SCHOLARSHIP PROGRAM

On June 9, 2023, Prince William County Sheriff, Glendell Hill, awarded five \$1,000 scholarships and one \$500 scholarship to six local students. The scholarships are provided by the Virginia Sheriffs' Institute (VSI) to assist students in their educational endeavors. The VSI scholarship program was established to afford an opportunity for young people across Virginia to pursue an education in the criminal justice field, and is limited to students attending Virginia colleges, and universities. The scholarship program is funded, in part, through the support of local citizens, and businesses who become associate members of the Virginia Sheriffs' Institute.

VSI Scholarship Recipients	
Jamilah Dalton	George Mason University
Allen Davis	Virginia State University
Leah Jones	Virginia State University
Chloe Martin	Radford University
Anna Mihalovich	Old Dominion University
Triniti White	Hampton University



## Demographics

Area Population	
Prince William County (including towns)	489,640
Manassas City	42,642
Manassas Park	16,703
Total Population	548,985
Land Area Square Miles (including Manassas City and Manassas Park)	348.13

## Employees

Volunteer and Permanent	
Sworn Deputy	102
Civilian	16
Auxiliary Deputy	7
Total	125

## Revenue

Jurisdiction Level	Dollars
County	\$11,536,587
State and Local	\$4,074,318
Total	\$15,610,905



## Connect with us


**Keep in touch with us to find out about our department news, outreach events, and additional information throughout the year.**

**Prince William County Sheriff's Office  
9311 Lee Avenue  
Manassas, VA 20110**



**<https://www.pwcva.org/sheriff>**

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 **@pwcsheriffsoffice**

**[infopwcco@pwcgov.org](mailto:infopwcco@pwcgov.org)**

**Emergency: call 911**

**Non-Emergency: call (703) 792-6070**

