



Sheriff's Office

The Sheriff is a locally elected constitutional officer by virtue of the Virginia Constitution, Article VII, Section 4, elected every four years and has responsibilities that are outlined by the General Assembly in the form of state statutes. The Sheriff and the Sheriff's deputies have criminal and civil jurisdiction to enforce the laws of the Commonwealth of Virginia and the ordinances of Loudoun County.

Sheriff's Office Programs

Criminal Investigations

Proactively investigates criminal offenses and provides comprehensive follow-up investigation of criminal cases referred from other Divisions within the Sheriff's Office, other County Departments, and other federal, state, and local law enforcements partners.

Field Operations

Provides responsive law enforcement services to the County 24-hours a day, 365 days a year. Utilizing 4 Patrol stations that are placed in different areas of the county, Field Operations is responsible for pro-active patrol, response to calls for service and routine traffic enforcement. Patrol staff and leadership engages the community through outreach and communication strategies that improve the quality of life for County residents, businesses, and visitors.

Operational Support

Provides support services through Traffic Safety and Enforcement, supports Field Operations staff, manage, and deploy several support/ response teams, provide Juvenile Education Services, Adult Crime Prevention, and maintain the Crossing Guard section. Emergency Management staff assigned to the Operational Support Division work with county and staff leadership for contingency planning.

Emergency Communications

Provides Sheriff's Office emergency 911 dispatch services, non-emergency telecommunicator support, and manages administrative calls for service. Emergency Communications staff enables 24/7 access to all Loudoun County law enforcement activity and works closely with Loudoun County Fire Rescue staff to implement Universal Call-Taking.

Corrections

Manages the Adult Detention Center (ADC) and Work Release Program by providing a safe, secure, and healthy environment to house both pretrial and sentenced inmates. Works closely with Community Services Board (CSB) and local partners to provide educational and occupational program support for inmates.

Court Services

Provides Court Security functions for the Loudoun County Courthouse Complex and Civil Process enforcement for Loudoun County.



Sheriff's Office

Administrative and Technical Services

Provides support functions to the Sheriff's Office related to records management, property and evidence management, accreditation and training, human resources, IT support, the False Alarm Reduction Unit (FARU), Employment Services, and finance and administration.

Office of the Sheriff

Provides senior command and leadership, strategic planning, internal review, and Public Information Officer functions for the Sheriff's Office.



Sheriff’s Office

Budget Analysis

Department Financial and FTE Summary¹

	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
Expenditures					
Personnel	\$89,105,683	\$92,870,925	\$101,594,864	\$103,901,872	\$107,018,928
Operating and Maintenance	9,284,726	10,875,463	13,464,504	16,848,247	17,016,729
Capital Outlay	220,230	475,376	226,775	220,225	0
Total – Expenditures	\$98,610,639	\$104,221,765	\$115,286,143	\$120,970,344	\$124,035,658
Revenues					
Other Local Taxes	\$3,425,186	\$3,324,510	\$2,930,560	\$2,930,560	\$2,930,560
Permits, Fees, And Licenses	484,616	351,800	375,200	375,200	375,200
Fines and Forfeitures	1,146,253	1,499,775	1,330,000	1,330,000	1,330,000
Charges for Services	294,189	327,935	490,990	490,990	490,990
Miscellaneous Revenue	19,865	0	0	0	0
Recovered Costs	1,352,733	1,276,439	1,786,100	1,786,100	1,786,100
Intergovernmental – Commonwealth	14,613,689	15,475,527	15,409,810	17,422,430	17,422,430
Intergovernmental – Federal	299,060	1,914,502	0	0	0
Total – Revenues	\$21,635,591	\$24,170,488	\$22,322,660	\$24,335,280	\$24,335,280
Local Tax Funding	\$76,975,048	\$80,051,276	\$92,963,483	\$96,635,064	\$99,700,378
FTE²	786.49	807.49	812.49	813.27	813.27

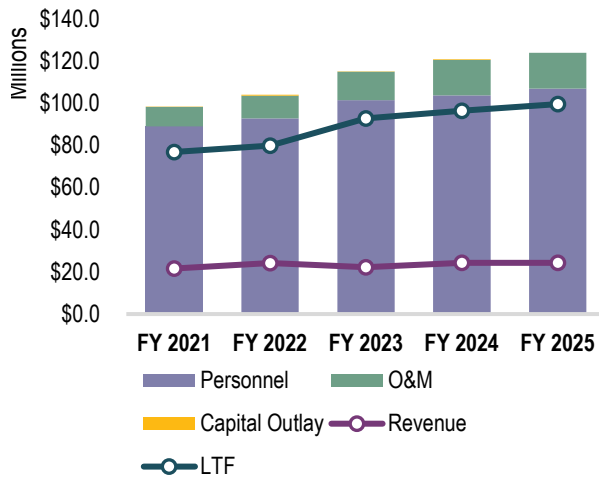
¹ Sums may not equal due to rounding.

² Previously, FTE were calculated to include “pooled positions,” which are positions with a varied headcount of employees working a variety of number of hours. To make the budget clearer, beginning in FY 2024, the FTE number no longer includes the FTE associated with these hours, resulting in a decrease in FTE between FY 2023 and FY 2024. While no longer included in the FTE count, these positions will remain funded in the department personnel budget.



Sheriff's Office

Revenue and Expenditure History



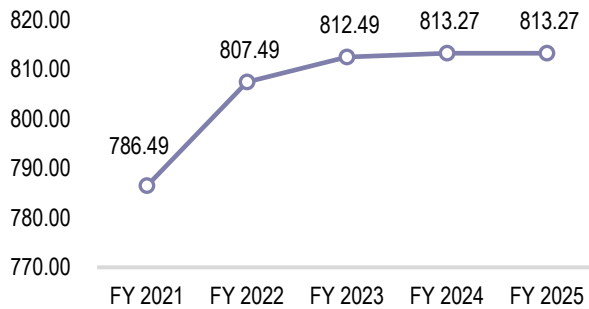
Revenue/Local Tax Funding

The Loudoun County Sheriff's Office (LCSO) is primarily funded by local tax funding (80 percent). Programmatic and intergovernmental revenue makes up the remaining 20 percent and primarily consists of reimbursements from the Virginia Compensation Board.

Expenditure

The majority of the Sheriff's Office's expenditure budget is dedicated to personnel costs. Major drivers of personnel increases are additional staffing as outlined in the Staffing/FTE History section and compensation increases, including merit increases for the general workforce in each fiscal year and a variety of step and scale increases for uniformed public safety personnel.

Staffing/FTE History



FY 2021: 1.00 FTE school resource officer, 10.00 FTE court services deputies, 3.00 FTE court services sergeants, 1.00 FTE Court Services IT technician, 1.00 FTE latent print examiner, 1.00 FTE property evidence technician

FY 2022: 17.00 FTE phase 3 Courthouse Expansion Project staffing, 1.00 FTE FOIA Coordinator, 1.00 FTE drug court deputy, 2.00 FTE body worn camera expansion staffing (one technician and one supervisor)

FY 2023: 1.00 FTE inmate programs coordinator, 4.00 FTE traffic deputies

FY 2023 mid-year: 2.00 FTE body-worn camera technicians¹

Personnel expenditures make up approximately 86 percent of LCSO's budget and changes to compensation and staffing, as outlined in the previous section, are responsible for most of the expenditure increases in LCSO's overall budget. Personnel costs have grown with the compensation increases approved each fiscal year, including merit increases for the general workforce and a variety of step and scale increases for uniformed public safety personnel.²

The FY 2023 Adopted Budget included one inmate programs manager (1.00 FTE). This civilian position oversees all inmate programs at the Adult Detention Center. A variety of programs are available, including educational, religious, and specialized reentry programs. This position is also responsible for the development, implementation, and integration of all inmate programming that supports rehabilitation for inmates, including the management of several hundred individual volunteers providing services at the ADC. The FY 2023 Adopted Budget also included four traffic deputies (4.00 FTE) to address increasing volumes of traffic-related issues and complaints.

¹ December 6, 2022, Board of Supervisors Business Meeting, Item 15d, FGOEDC Report: Acceptance and Appropriation of Federal Grant Funding for the Body Worn Camera Expansion Program.

² See summary of compensation increases in Non-Departmental Expenditures section 6-2.



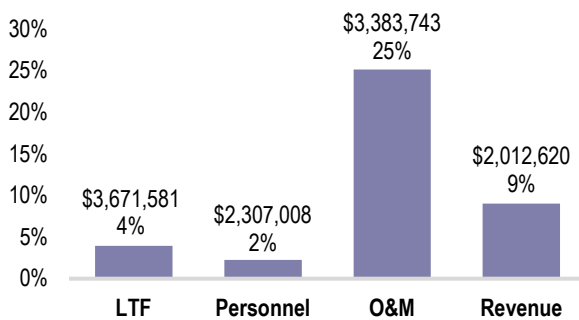
Sheriff's Office

The Department has one budget request included in the FY 2024 Proposed Budget focused on the thematic area of capital facility openings. While not included in the FY 2024 Proposed Budget, LCSO has one additional resource request, focused on the thematic area of public and life safety, described in an increase option in the executive summary.

Capital Facility Openings

The FY 2024 Proposed Budget includes funding for one school resource officer (SRO) (1.00 FTE) in anticipation of the opening of middle school #14 in fall 2023. The position will maintain the current service level of one SRO for each public middle and high school throughout Loudoun County. The duties of an SRO include, among other responsibilities, conducting threat assessments, security checks of facilities, provide training sessions for Loudoun County Public Schools (LCPS) staff, and presentations to the student and parent body on various topics that are school related. SROs also administer several student programs and manage all criminal investigations that originate in schools.

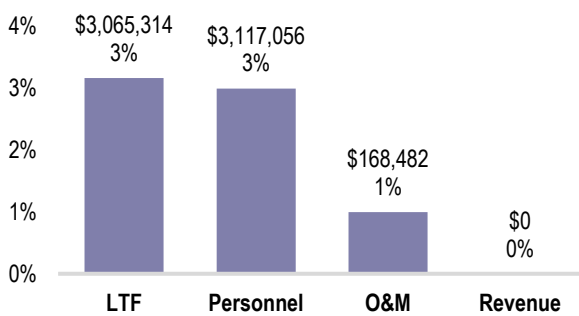
Percent Change from Adopted FY 2023 to Proposed FY 2024



Reasons for Change:

Personnel: ↑ 3.00 FTE, general pay changes ||
O&M: ↑ vehicle replacement fund adjustments ||
Revenue: ↑ projected increase in Commonwealth revenue

Percent Change from Proposed FY 2024 to Projected FY 2025



Reasons for Change:

Personnel: ↑ 3 percent || **O&M:** ↑ 1 percent increase || **Revenue:** ↔



Sheriff's Office

FY 2024 Proposed Budget Resource Requests

Sheriff's Office: School Resource Officer

Personnel:	O&M:	Capital:	Reallocation:	Revenue:	LTF:	FT pos.	PT pos.	FTE:
\$103,403	\$79,139	\$99,671	\$0	\$0	\$282,213	1	0	1.00

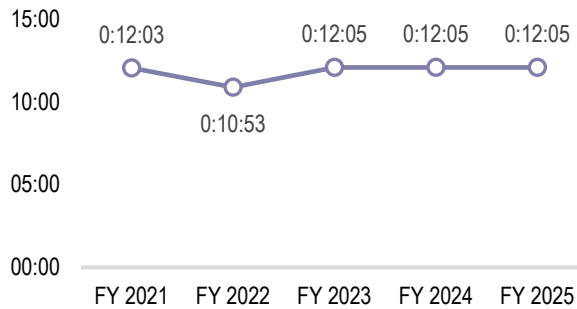
Details		Overview
Service Level:	Current Service Level Request	<ul style="list-style-type: none"> MS 14 is scheduled to open in fall 2023. In the absence of this position, the school would have to be covered by an SRO assigned to another school which would decrease the current service level. Service delivery will be maintained at the current service level with this position.
Mandates:	Not mandated	
PM Highlight:	None	
Program:	Juvenile Programs	
Positions:	1 School Resource Officer	
Theme:	Capital Facility Opening	
One-time LTF:	\$132,216	
Recurring LTF:	\$149,997	

Department Total								
Personnel:	O&M:	Capital:	Reallocation:	Revenue:	LTF:	FT pos.	PT pos.	FTE:
\$103,403	\$79,139	\$99,671	\$0	\$0	\$282,213	1	0	1.00



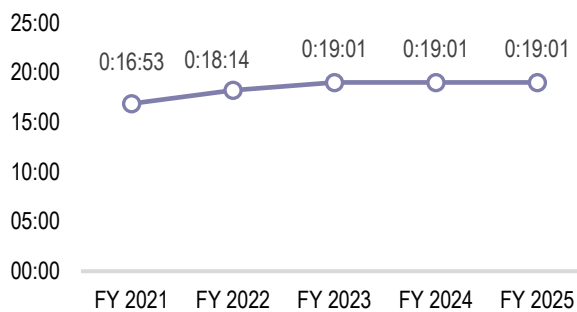
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Key Measures



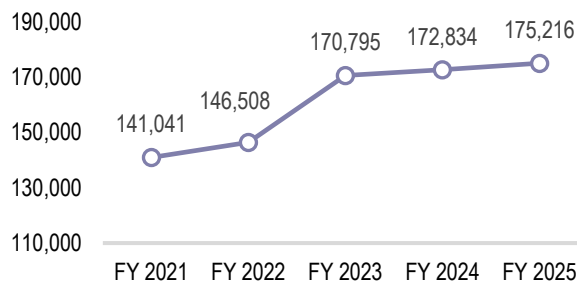
Objective: Maintain a response time of less than 10 minutes for emergency calls for service.

Measure: Average response time for emergency calls, Countywide (minutes).

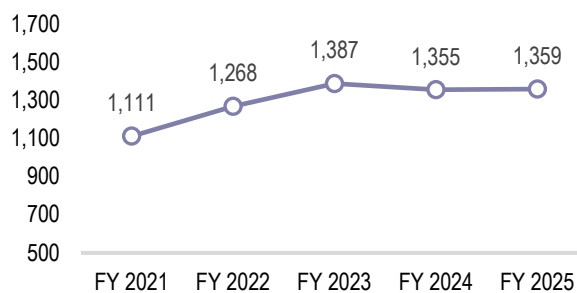


Objective: Maintain a response time of less than 30 minutes for non-emergency calls for service.

Measure: Average response time for non-emergency calls, Countywide (minutes).



Measure: Annual calls for service, Countywide.



Measure: Average annual calls for service, per Deputy.

**Sheriff's Office****Department Programs****Department Financial and FTE Summary by Program¹**

	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
Expenditures					
Office of The Sheriff	\$1,906,671	\$2,232,123	\$2,060,126	\$2,086,333	\$2,147,735
Field Operations	30,212,901	32,051,518	35,492,096	34,596,164	35,613,031
Criminal Investigations	9,725,870	10,408,817	10,885,004	10,831,083	11,143,006
Operational Support	10,693,768	11,446,583	11,906,956	11,736,502	12,082,749
911-Emergency Communications	5,682,633	5,538,505	5,760,369	5,842,535	6,012,182
Administrative-Technical Services	9,384,283	10,034,976	12,789,634	19,148,205	19,294,908
Corrections	24,197,620	24,924,538	26,354,086	26,690,845	27,403,749
Court Services	6,806,894	7,584,703	10,037,872	10,038,677	10,338,297
Total – Expenditures	\$98,610,639	\$104,221,765	\$115,286,143	\$120,970,344	\$124,035,658
Revenues					
Office of The Sheriff	\$457,937	\$729,030	\$418,955	\$473,670	\$473,670
Field Operations	5,240,047	6,049,718	5,500,200	5,945,500	5,945,500
Criminal Investigations	1,699,193	1,972,416	1,548,415	1,750,490	1,750,490
Operational Support	2,379,354	2,614,292	2,519,515	2,848,580	2,848,580
911-Emergency Communications	3,425,724	3,327,813	2,930,560	2,930,560	2,930,560
Administrative-Technical Services	1,458,191	1,337,018	1,079,285	1,166,160	1,166,160
Corrections	6,192,538	6,110,611	7,917,820	8,812,410	8,812,410
Court Services	782,607	2,029,591	407,910	407,910	407,910
Total – Revenues	\$21,635,591	\$24,170,488	\$22,322,660	\$24,335,280	\$24,335,280
Local Tax Funding					
Office of The Sheriff	\$1,448,734	\$1,503,093	\$1,641,171	\$1,612,663	\$1,674,065
Field Operations	24,972,854	26,001,801	29,991,896	28,650,664	29,667,531
Criminal Investigations	8,026,676	8,436,401	9,336,589	9,080,593	9,392,516
Operational Support	8,314,413	8,832,291	9,387,441	8,887,922	9,234,169
911-Emergency Communications	2,256,909	2,210,693	2,829,809	2,911,975	3,081,622
Administrative-Technical Services	7,926,092	8,697,958	11,710,349	17,982,045	18,128,748
Corrections	18,005,082	18,813,928	18,436,266	17,878,435	18,591,339
Court Services	6,024,288	5,555,112	9,629,962	9,630,767	9,930,387
Total – Local Tax Funding	\$76,975,048	\$80,051,276	\$92,963,483	\$96,635,064	\$99,700,378

¹ Sums may not equal due to rounding.



Sheriff's Office

	FY 2021 Actual	FY 2022 Actual	FY 2023 Adopted	FY 2024 Proposed	FY 2025 Projected
FTE					
Office of the Sheriff	11.00	11.00	11.00	11.00	11.00
Field Operations	251.56	251.56	255.56	255.56	255.56
Criminal Investigations	73.30	74.30	106.30	107.30	107.30
Operational Support	88.99	88.99	56.99	55.77	55.77
911-Emergency Communications	49.00	49.00	49.00	49.00	49.00
Administrative-Technical Services	57.64	60.64	60.64	62.64	62.64
Corrections	183.00	183.00	184.00	184.00	184.00
Court Services	72.00	89.00	89.00	88.00	88.00
Total – FTE	786.49	807.49	812.49	813.27	813.27