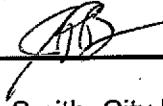




# City of Norfolk

TO: Norfolk City Council Members

FROM: Sheriff Joseph P. Baron 

COPIES TO: Mayor K. Alexander; Douglas L. Smith, City Manager; Bernard Pishko, City Attorney

SUBJECT: Sheriff's Action Plan

February 10, 2017

As you know, I have been your Sheriff now for a little over a week. I am quickly getting acclimated to the new position and the responsibilities I have to the public, the city, and our organization. I recently met with our new City Manager and expressed the goal to build and maintain a strong and healthy relationship with the city. I look forward to that opportunity as time goes by.

In the interest of assurance and openness, I believe there are actions required of me to ensure I get off on the right foot in my role as Sheriff. Some of the actions I will be taking are as follows:

- Request a comprehensive turnover audit to be conducted by the State Auditor of Public Accounts. It is customary to get a turnover audit when a new administration takes over an organization such as ours. I believe this will put me in the best position to be alerted to any areas that need attention or fixing. The request is attached.
- Conduct an internal staffing study to ensure effective and efficient use of our human resources.
- Conduct an internal budget review to ensure public money is being used wisely.
- Conduct an internal review of policies and procedures to ensure the Sheriff's Office is abiding by industry best practices.

Although the Norfolk Sheriff's Office has consistently been in full compliance with all major accrediting agencies including the Department of Corrections, Virginia Law Enforcement Standards Commission, and the National Commission on Correctional Healthcare, the actions above will be taken to ensure and maintain public safety, public service, and public trust.

I welcome the opportunity to meet with you at your convenience so that I may understand your expectations of the Norfolk Sheriff's Office and me. You are a constituent and your input will be valued.