

WARREN COUNTY SHERIFF'S OFFICE

ANNUAL REPORT 2023



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Sheriff's Message

The preservation of our society and nation hinges upon the foundation set forth by our constitution, which calls for constitutional officers to diligently maintain equilibrium between the enforcement of laws and safeguarding citizens' rights. The Warren County Sheriff's Office is committed to upholding public trust, and endeavors to achieve the pinnacle of effectiveness through the provision of exceptional law enforcement services.

I am immensely proud of the accomplishments made by the dedicated men and women of the Warren County Sheriff's Office in 2023. This report serves as a testament to their endeavors.

Sincerely,

Mark A. Butler, Sheriff

WCSO at a Glance



- The County of Warren, Virginia consists of 214 square miles of beautiful mountains, valleys and rivers with approximately 41,440 residents. The county seat is the Town of Front Royal (VA) which has 15,263 residents ([U.S. Census Quickfacts](#) 2022) and is also serviced by its own police department.
- Our diverse rural county has 17.7% of the population being over 65 years of age, and 7.1% are military veterans. There are ten (10) public schools, one large private university, and three private preparatory academy providing education to residents.
- As of January 01, 2023, the WCSO budgeted for 67 sworn deputies (full-time), with 40 sworn deputies responsible for patrol functions, including 11 School Resource Officers. The Sheriff's Office continues to attract and retain valued employees despite nationwide staffing shortages in law enforcement.
- The WCSO had ten full and part time civilian employees, and 14 full and parttime communications officers to start the year.
- The WCSO consists of the following Divisions; Administration, Patrol Division consisting of Operations, Animal Control (ACO), School Resource Officers (SRO), and Canine, Civil Processing, Criminal Investigations Division, Sheriff's Investigations Unit (S.I.U), Emergency Communications Center (Dispatch E911), and the Community Policing Unit (CPU).
- The Sheriff's Office total operating budget consists of five sub-divisions (Animal Control, Court Services, E-911 System, School Resources, and Sheriff's Office) which can be located on the [Warren County Government website](#). Sheriff Butler has continued his trend of providing excellence in community services while coming in under budget.

WCSO 2023 Successes

The Warren County Sheriff's Office continued its success at receiving state grants to support operational efforts in key areas, such as provisions for procuring much needed traffic safety equipment, tire deflation devices, recruiting materials and displays, and the continuation of the School Resource Officer grant program which pays the salary of one SRO.



On the 1st of June 2023, a significant milestone was achieved as the Warren County Sheriff's Office (WCSO) obtained accreditation from the esteemed Virginia Law Enforcement Professionals Standards Commission (VLEPSC). The acquisition of accreditation had been a paramount objective for Sheriff Butler since assuming his role, and it became a collaborative endeavor for the entire department. The diligent efforts of the WCSO's personnel over a span of three years culminated in this noteworthy accomplishment. In pursuit of accreditation, the WCSO welcomed an evaluation team that meticulously scrutinized all policies, procedures, and daily operational mechanisms of the office. The final.

assessment yielded a remarkable grade of 99%, with the sole requisite amendment being a single word in one policy document. Indeed, this accomplishment is not only momentous for the WCSO but also for the wider community as it signals continued strides towards progress and improvement.

On the 15th of June 2023, the Warren County Sheriff's Office achieved official certification from the Virginia Department of Criminal Justice Services, thereby earning the esteemed designation as the 13th law enforcement agency to be recognized under the Certified Crime Prevention Community (CCPC) Program. This prestigious program positions Virginia at the forefront of nationwide community safety initiatives by instituting and maintaining rigorous standards for crime prevention within Warren County. Consequently, this laudable accomplishment serves as a testament to the entire community's unwavering dedication to safeguarding their citizens.



Select Crimes 2019-2023

Tables 1-3. *Select crimes for comparison, as reported from 2019 through December 15th, 2023.*

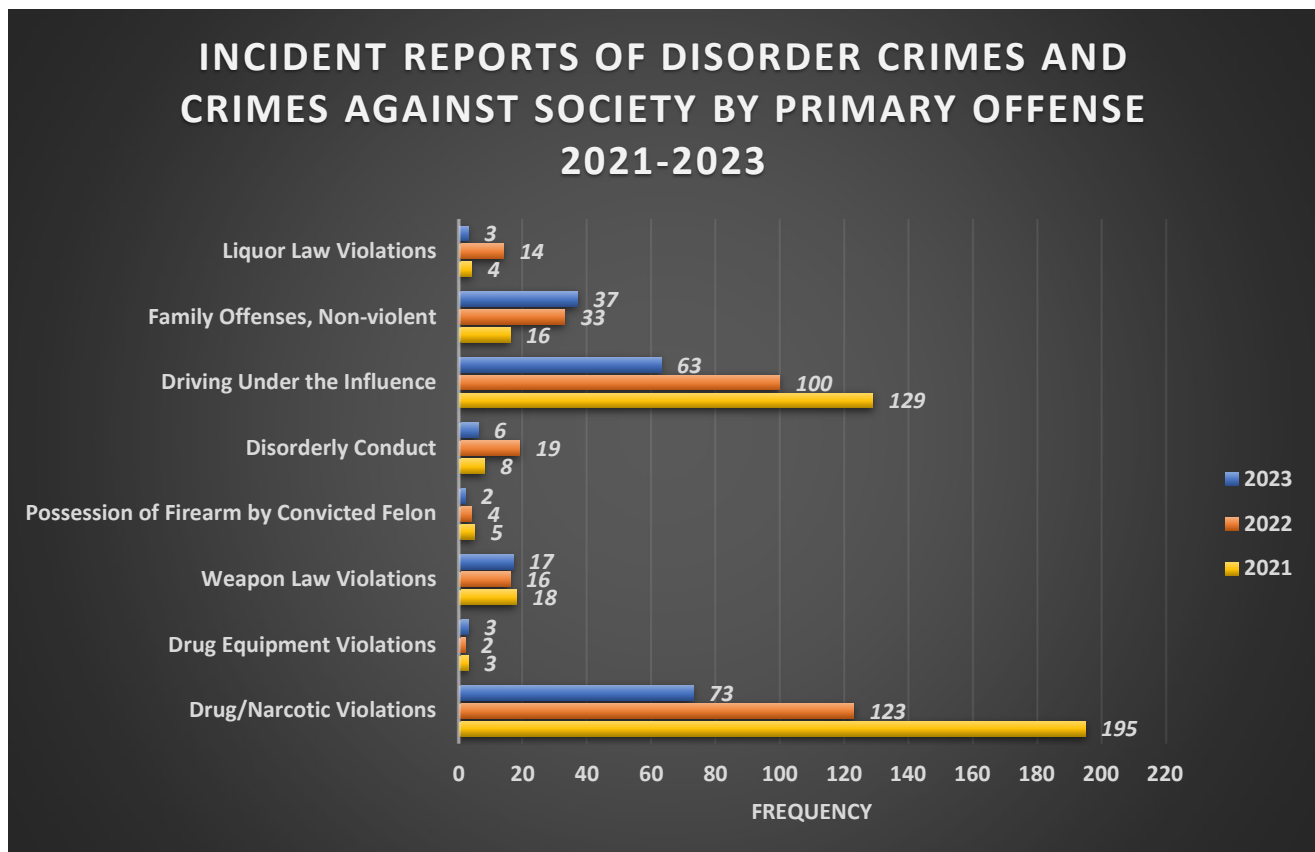
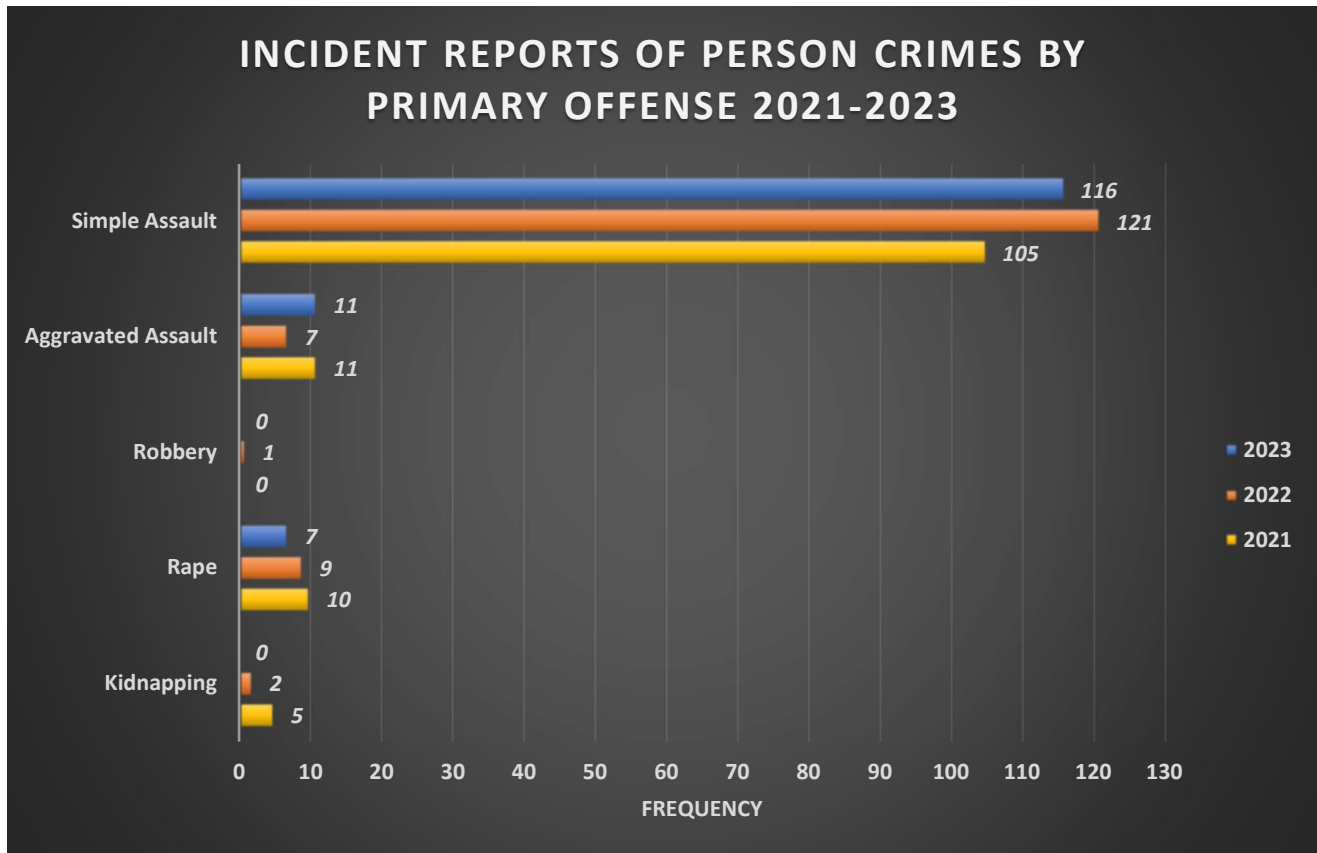
INCIDENT REPORTS OF PROPERTY CRIMES					
Primary Offense	2019	2020	2021	2022	2023
Burglary/Breaking & Entering	11	16	11	12	8
Shoplifting	30	135	69	87	40
Theft From Building	12	3	15	24	21
Theft From Motor Vehicle	4	12	6	7	13
Theft of Motor Vehicle Parts or Accessories	3	6	17	18	8
All Other Larceny	98	92	52	43	52
Possession Of Stolen Property	1	0	4	3	5
Motor Vehicle Theft	4	13	17	7	11
Counterfeiting/Forgery	10	21	13	16	15
Stolen Property Offenses	4	9	2	2	5
Destruction/Damage/Vandalism of Property	42	45	52	38	61
Totals	219	352	258	257	239

INCIDENT REPORTS OF PERSON CRIMES					
Primary Offense	2019	2020	2021	2022	2023
Kidnapping	2	1	5	2	0
Rape	15	10	10	9	7
Robbery	1	0	0	1	0
Aggravated Assault	16	3	11	7	11
Simple Assault	82	97	105	121	116
Totals	116	111	131	140	134

INCIDENT REPORTS OF DISORDERLY CRIMES AND CRIMES AGAINST SOCIETY					
Primary Offense	2019	2020	2021	2022	2023
Drug/Narcotic Violations	95	194	195	123	73
Drug Equipment Violations	5	8	3	2	3
Weapon Law Violations	15	24	18	16	17
Possession of Firearm by Convicted Felon	2	3	5	4	2
Disorderly Conduct	14	6	8	19	6
Driving Under the Influence	85	122	129	100	63
Family Offenses, Nonviolent	8	14	16	33	37
Liquor Law Violations	2	2	4	14	3
Totals	226	373	378	311	204

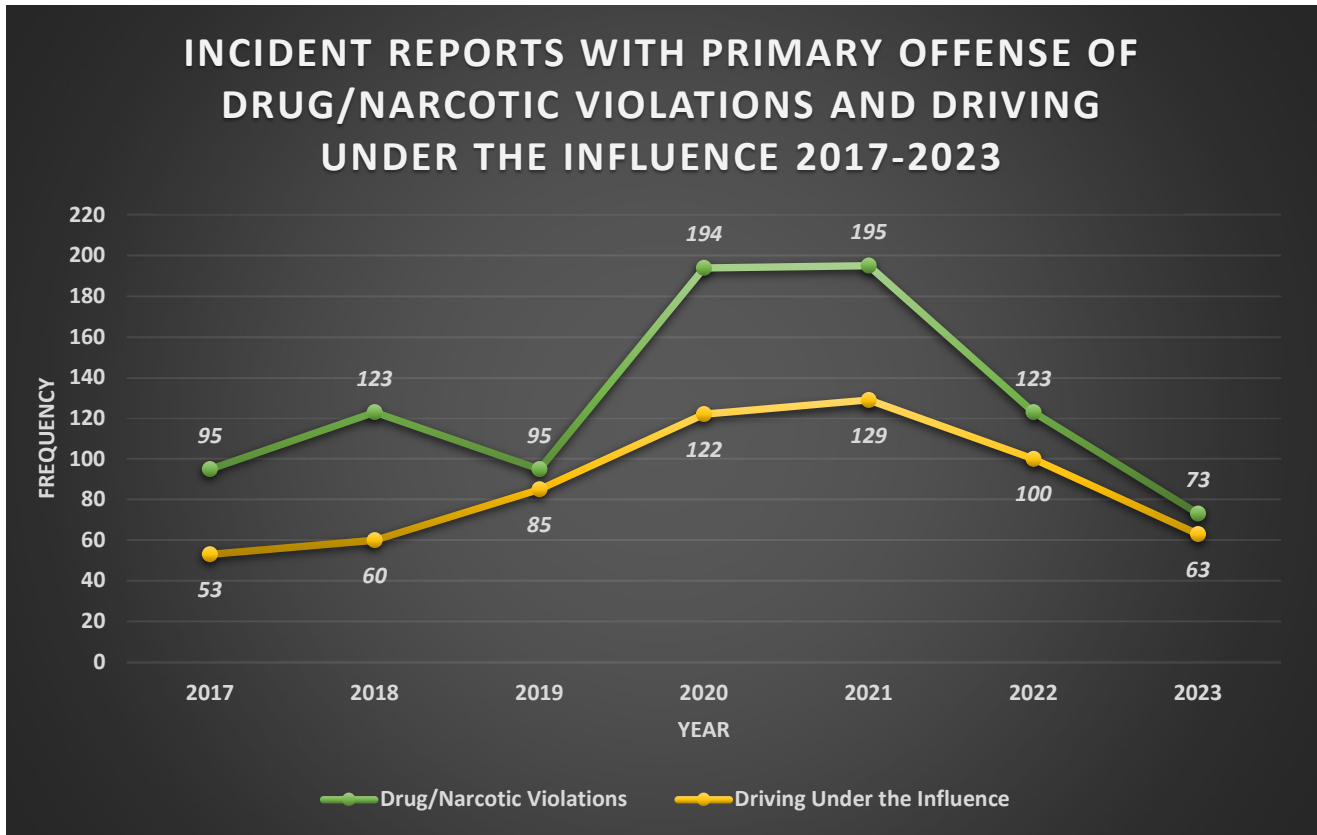
Select Crimes 2021-2023 (Continued)

Figures 1-2. *Select crimes for comparison, as reported from 2019 through December 15th, 2023.*



Drug Crimes 2017-2023

Figure 3. Select drug and DUI crimes reported from January 1st, 2017 through December 15th, 2023.



Court Services Division

Court Services comprises of Court Security, Court Holding, and Civil Process all operating collectively to offer exceptional services to the courts of Warren County.

Civil Process includes two full-time deputies. These servers offer extensive knowledge of all matters concerning the Civil Process. They are responsible for serving papers in both Front Royal and Warren County. They also serve papers for other agencies when the person to be served lives within Warren County. Some of the various papers the deputies serve are Jury Summons, Witness Subpoenas, Court Summons, Garnishments, and Writ of Possessions. These deputies work closely with landlords and their tenants to ensure the eviction process is completed per Virginia Code and great care is taken to educate and assist all parties involved. When not serving papers, these deputies will assist other divisions as needed.

The Court Holding facility utilizes the old Warren County Jail and is used to house prisoners who are transported from other jails for a court appearance. Court Hold is operated by highly trained, experienced deputies who specialize in the handling and security of prisoners and their transportation. These deputies complete many transports for prisoners who are not housed at RSW Regional Jail but have court appearances in Warren County courts. Court hold deputies also complete all extraditions for Warren County. This year deputies have flown or driven to many states including Massachusetts, New Mexico, Florida, Ohio, Texas, and Illinois to return fugitives back to the County for court hearings. Some other duties handled by the Court Hold staff are fingerprinting both court ordered and application prints, as well as obtaining DNA samples when ordered by the court.

Court Security's main function is to provide all courthouse staff and visitors with a safe and secure environment. Court Security consists of Bailiffs who provide security in the courtroom and checkpoint deputies who conduct thorough screenings of all visitors who enter the courthouse. These dedicated proficient deputies conduct regular searches of the courthouse and grounds. They also serve many civil court papers to parties involved in hearings, complete court ordered drug screens, and assist all visitors with their questions or concerns. The deputies have built great relationships with the staff and public they interact with in their day-to-day duties.

Also, in 2023 Warren County's Drug Treatment Court began. This program started with three participants and has quickly grown to six and is expected to soon expand to fourteen. This rehabilitation program works closely between the Sheriff's Office, Northwestern Community Services, Valley Health, Warren County Probation and Parole, Warren County Circuit Court, and the Front Royal Police Department. The deputy's role involves building relationships with participants and providing positive reinforcement and support for successful completion and a road to recovery.

Patrol

The Patrol Division protects and serves the citizens of Warren County 24 hours a day, 365 days a year. The Patrol Division has four squads that work 12-hour shifts. These squads handle incoming calls for service and proactively patrol the community. The Patrol Division also has Animal Control, K-9 Unit, and the School Resource Officer (SRO) sections that supplement additional specialized staffing needs. The Patrol Division is overseen by one Captain, two Lieutenants, and supported by five shift Sergeants.

The Patrol Division consists of four squads that work 12-hour shifts, each is supervised by a Sergeant, who in turn reports to the Lieutenant of patrol and the Captain of patrol. In the year 2023 the WCSO Patrol Division responded to more than 18,979 calls for service (numbers from January 1st, 2023 – December 15th, 2023). These calls covered a vast variety of services which include but are not limited to:

- Assisting citizens that are in crisis,
- DUI/DUID enforcement through checkpoints and directed patrols,
- Enforcing traffic laws to encourage highway safety,
- Investigating traffic crashes,
- Assisting those in need of mental health services, and
- Responding to suspicious incidents and accidents.



Pictured above is the latests graduates for LE Basic #13, from left to right - Deputy T. Romer, Deputy J. Henry, Deputy B. Jost, Deputy L. Troxell.

This year the Warren County Sheriff's Office (WCSO) had many graduates from the Skyline Regional Criminal Justice Academy Law Enforcement Basic Classes. With this past class two of WCSO new deputies won awards. Deputy T. Romer won the award for Top Overall Achievement and Deputy B. Jost won The Ricky L. Timbrook Top Performance Achievement Award. We are very proud of all of our new graduates and would like to extend a sincere congratulations to these fine Deputies.

Animal Control Services

Animal Control Officers (ACO) are responsible for animal related calls within Warren County as well as the Town of Front Royal. ACOs are certified law enforcement officers who have completed an additional three-week, specialized animal control training. The Animal Control Unit is overseen by the Patrol Division Sergeant and Lieutenants.

Of the 18,979 calls the Patrol Division responded to during 2023, there were 2,185 that the WCSO Animal Control Unit (ACO) were called for. This number does not include any calls that the ACO unit was asked to assist on. The Animal Control Officers are responsible for complaints involving

- Animal cruelty, neglect, and abuse.
- Stray or at large animals.
- License violations.
- Animal bites and rabies exposures.
- Injured animals and animal rescue operations.
- Wildlife complaints.
- Educating animal owners, providing resources to help resolve issues of neglect or possible financial circumstances preventing adequate care.
- Patrolling county areas to identify animal nuisance and noise violations.
- Investigating reports of animal abuse, filing charges as appropriate, preparing cases for prosecution, and providing court testimony.
- Responding to calls regarding stray, vicious and/or diseased animals; responds to calls regarding animal bites and perform preliminary investigations.
- Captures and transports stray, sick, injured or potentially rabid animals to appropriate animal shelter for processing, care and treatment and quarantines, as necessary.

Animal Control Officers supplement patrol deputies when the volume of calls for service is high or critical incidents arise.

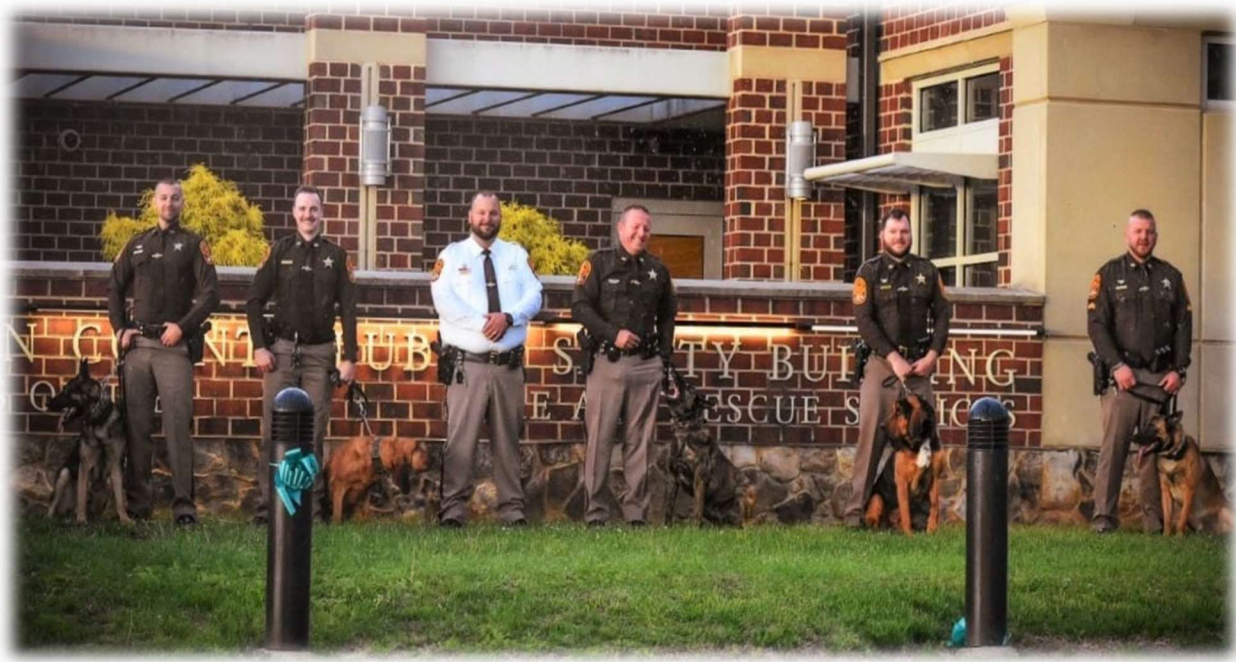
Sheriff's Office Canine (K-9) Program

The Sheriff's Office has a total of 5 canines. We are happy to introduce our two bloodhounds (K9 Ash and K9 Rooster), and three patrol canines (K9 Ace, K9 Gator, and K9 Roman). Some dogs are trained to detect narcotics, article searches, human scent detection, and criminal apprehension. Our K9 handlers are required to train a minimum of 16 hours a month totaling nearly 791 training hours this years.

Along with the 16 hours a month, our K9 Teams continue to train daily. You may notice them on foot patrols, or training at schools or other critical infrastructure before sporting events, prior to parades or other scheduled activities. This ongoing training helps keep the K9 handler and their K9 partners in a constant state of readiness, highly trained for whatever situation may arise.

In the year 2023 our narcotics K-9 Teams have been deployed 498 times being able to take a large assortment of dangerous drugs and narcotics off the county streets, approximately totaling 4,111.10 grams of narcotics with an approximate street value of \$134,016.50. In addition, our K-9 Teams also seized \$19,408.00 in United States Currency and a value of \$1,000 in firearms. Narcotics canine teams conducted approximately 89 vehicle K-9 sniffs along with 67 assists to other law enforcement agencies during the year.

Our bloodhound K9 Teams conducted 36 human scent tracks throughout Warren County, assisting with locating missing and endangered persons.



Pictured above from left to right: Master Deputy M. Griffith with K-9 Gator, Deputy S. Gagliardo with K-9 Ash, Captain Collins (Captain of K-9 team), Deputy Lambert with K-9 Ace, Master Deputy Anderson with K-9 Rooster, and Sgt. Gregory with K-9 Roman.

Sheriff's Office Canine (K-9) Program (continued)

In addition to the hours spent training and working, you will also find our K-9's and their handlers at events and competitions. In the year 2023 our K-9 program participated in many cases and demos as well as attending events so that the community could learn more about our program as well as getting to meet some of our handlers and K-9's.



Picture 1



Picture 2

To the right is Sgt. J. Gregory and his K-9 partner Roman (Picture 3). In picture 4 you will find Master Deputy C. Anderson and his K-9 partner Rooster. This year they and their K-9 Partners received awards from the Virginia Police Canine Association. Sgt. Gregory and K-9 Roman received the 2022 Patrol case of the year, and Master Deputy Anderson and K-9 Rooster received the 2022 Tracking Case of the Year. We are beyond proud of these men and our hard-working K-9's on these outstanding accomplishments!

This year two of the WCSO K-9 Handlers competed in the annual Iron Dog Competition hosted by the Fauquier K-9 and Community Organization alongside the esteemed Virginia Police Canine Association. This is a competition that highlights the work of the both the handlers and their K-9 Partners with 33 teams participating this year. Sgt. Gregory and K-9 Partner Roman took 3rd in Narcotics Detection Vehicle Sniff, 3rd in agility, as well as 3rd in the gunfire station. It is with great pride we say this. Our Handlers and their partners work very hard throughout the year and it is thanks to competitions like these, that they can showcase their hard work and the special skills they have trained so hard for.



Picture 3



Picture 4

Sheriff's Office Canine (K-9) Program (continued)

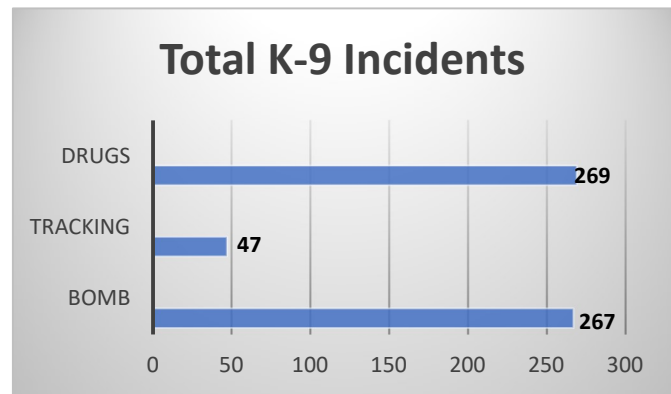
Below you will find statistics of the K-9 program from the year 2023

Figures 4-8. *Canine (K-9) Unit Narcotics and Seizures 2023*

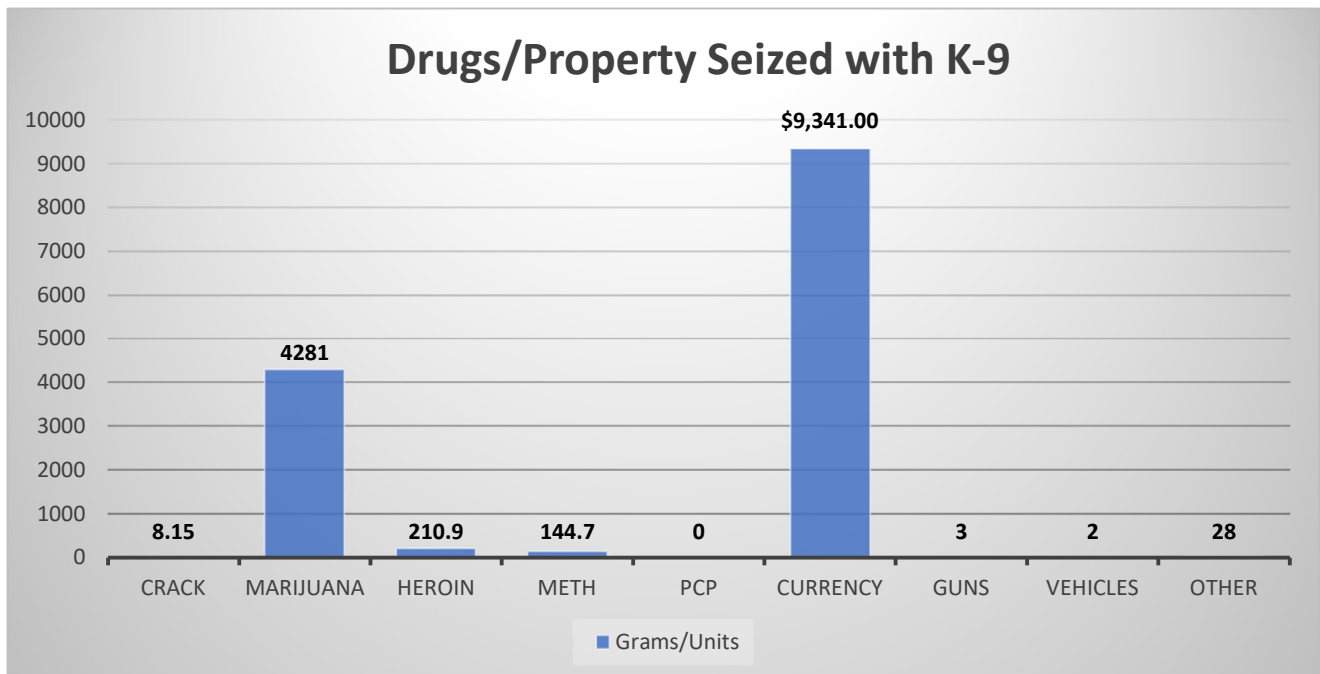
Type of Drug	Grams	Value
Cocaine	40.00	\$ 4,000.00
Crack	78.35	\$ 7,835.00
Marijuana	3240.25	\$ 32,402.00
Heroin	47.25	\$ 7087.50
Meth	626.18	\$ 62,617.50
PCP	0	\$ 00.00
Other	79.08	\$ 19,804.00
Total	4,111.10	\$ 134,016.00

Schedule Type	Amount Seized	Value
RX Narc sch2	0	\$ 0.00
RX Narc sch3	5	\$ 50.00
RX Narc sch4	17	\$ 170.00
Total	22	\$ 230.00

Seizures	Units	Value
U.S. Currency	CASH	\$ 19,408.00
Handguns	1	\$ 1,000.00
Long Guns	0	\$ 00.00
Electronics	5	\$ 505.00
Other	14	\$ 43.00
Total	20	\$ 20,956.00

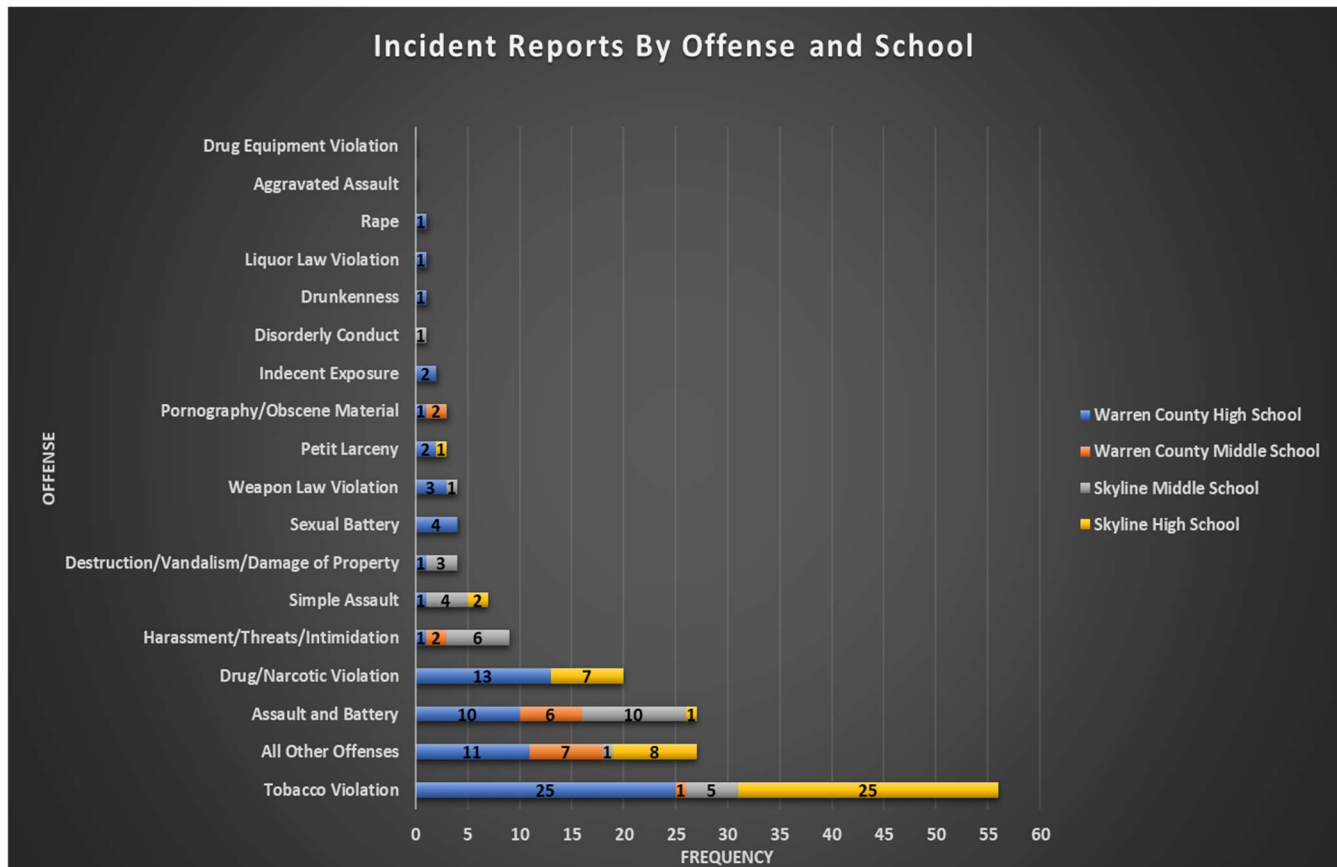


Total Value of seized evidence by the Five (5) narcotics K-9's for 2023 is a total of \$119,760.00. Drugs obtained by vehicle sniffs for 2022 totaled 4,844.92 Grams/Units.



School Resource Officers and Youth Programs Data

Figure 9. Statistical data for the four largest schools in the County from January 1st, 2023, to December 15th, 2023.



Offense	Warren County High School	Warren County Middle School	Skyline Middle School	Skyline High School	Grand Total
Drug/Narcotic Violation	13	0	0	7	20
All Other Offenses	11	7	1	8	27
Simple Assault	1	0	4	2	7
Tobacco Violation	25	1	5	25	56
Harassment/Threats/Intimidation	1	2	6	0	9
Assault and Battery	10	6	10	1	27
Liquor Law Violation	1	0	0	0	1
Pornography/Obscene Material	1	2	0	0	3
Disorderly Conduct	0	0	1	0	1
Aggravated Assault	0	0	0	0	0
Destruction/Vandalism Damage of Property	1	0	3	0	4
Sexual Battery	4	0	0	0	4
Weapon Law Violation	3	0	1	0	4
Drug Equipment Violations	0	0	0	0	0
Indecent Exposure	2	0	0	0	2
Drunkenness	1	0	0	0	1
Petit Larceny	2	0	0	1	3
Rape	1	0	0	0	1
Grand Total	77	18	31	44	170

School Resource Officers and Youth Programs

The School Resource Officer (SRO) Program is a community policing-based approach practiced within the school environment. School Resource Officers share their expertise through presentations in the classroom to promote and educate a better understanding of laws and the legal system. They provide guidance to parents, teachers, faculty, students, and serve as a link to services both inside and outside the school. SROs promote safety and security in the county's ten public schools and make themselves available to assist faculty and students. School Resource Officers also aim to create positive relationships with area youth through constructive interactions. The SRO Unit is overseen by one Sergeant and the Community Policing Units Lieutenant.

The School Resource Officer Unit is also involved in functions outside of the regular school day which include:

- Patrolling school sporting events, dances, and other functions
- Ten-week Drug Abuse Resistance Education (D.A.R.E.) course
- *D.A.R.E. Day* and the *Sheriff's Office Fun Day*
- Child Safety Seat Technicians; install and host installation events for citizens
- Read to children at the library monthly
- *Shop with a Sheriff* program for children in need
- *Hometown Halloween* event
- Deliver holiday meals to families in need and elderly
- Project Lifesaver team
- When school is out of session, SROs are assigned to other divisions as needed. They can also be used to supplement patrol when the volume of calls for service is high or critical incidents arise.



Investigations

The Criminal Investigations Division (CID) is responsible for investigating major crimes, specializing in crimes against persons/children, property crimes, fire investigations, violent crimes, homicides, serious misdemeanor crimes and any other offenses as needed. Criminal Investigations Division (CID) provides and is provided investigative assistance and guidance to/from other divisions within the office as well as surrounding agencies. The Criminal Investigations Division is also a member of the **NOVA/DC ICAC Taskforce** (Internet Crimes Against Children).

Investigations works with every area of expertise when needed, which includes Patrol, School Resource Officers, Fire Marshal's Office and Department of Social Services, among others.

The Criminal Investigations Division is staffed by a Lieutenant, two investigators, two part-time evidence technicians, and a part-time crime analyst.

CID investigators are trained in advanced fields such as ChildFirst Forensic Interviewing, Cellebrite digital forensics, crisis negotiation, death investigation, fire investigation, photography, and sexual assault offenses.

In addition to investigative duties, investigators participated in Sexual Assault Response Team (SART) meetings, ICAC Task Force meeting, provided Revive! Rescuer Training to Warren County High School students and new deputies and conducted mock interviews with Criminal Justice students at Blue Ridge Technical Center.

Two evidence technicians are responsible for maintaining the security, storage, disposal, and return of all evidence in accordance with Warren County Sheriff's Office Policy and all state and federal laws. The Warren County Sheriff's Office currently stores over 4,000 pieces of evidence, lost/found property, and property held for safekeeping. Over 1,000 pieces of evidence/property have been destroyed, released, or returned in 2023.



Children's Interview Room



Interview room

Special Investigations Unit (SIU)

The Special Investigations Unit (SIU) proactively investigates vice, drugs, organized crime, and complaints of a complex nature that require a specialized investigative approach. The S.I.U. is comprised of one investigator and a part-time analyst under the purview of the Investigations Lieutenant. The SIU unit's duties include but are not limited to:

- Narcotics Interdiction
- Fugitive Apprehension
- Covert Vice/Narcotics Operations
- Surveillance Operations
- Gang Identification/Interdiction

The SIU works closely with other local law enforcement, federal, and Department of Corrections agencies.

2023 SIU Highlights

- Continued participation in the United States Postal Inspection Service Contraband Interdiction and Investigation Task Force (CI2)
- Assigned one investigator as a narcotics task force officer to the Department of Homeland Security
- Over \$20,000 U.S. currency seized from illegal narcotics operations.
- Over 80 pounds of illegal contraband seized In S.I.U. related investigations.



Community Policing Unit (CPU)

Warren County Sheriff's Office



Community Advisory Council (CAC)

Inclusive... Transparent... Diverse... Visionary!

The **Community Advisory Council (CAC)** consists of ten or more members of the Warren County community. The main purpose of the council is to facilitate open, honest, and direct interactions between the residents of Warren County and their Sheriff's Office. More specifically, the Community Advisory Council (CAC) aims to educate the community about services provided by the Warren County Sheriff's Office and engage our neighbors in community-oriented policing programs.

The Community Advisory Council (CAC) also educates the Sheriff's Office about needs within the community. The Community Advisory Council (CAC) may also provide feedback to the Sheriff's Office regarding planned law enforcement priorities and programs.

Pictured to the right is Sergeant Seal and Lieutenant Fritts with a representative from Habitat for Humanity. They were able to assist in cleaning up the area acquired by Habitat for the purpose of making those houses livable once again. Its thanks to partnerships and opportunities like this that together **WE** can make the difference.



Pictured to the left is Sheriff Butler, Lieutenant Fritts, and Sergeant Seal at the Front Royal / Warren County TRIAD Senior Expo. This is a great opportunity to reach the senior citizens of Warren County about important issues going on and how they can avoid them in addition to spreading awareness about issues and scams targeting the elderly.

Community Policing Initiatives

Listed below are the initiatives and services provided by the CPU during 2023 in partnership with the community and other agencies, as well as a list of our event participation.

EVENTS

- Hosted DEA's Drug Take Back Day Events and partnered with Valley Health
 - In April we collected 125lbs of medication
 - In October we collected 83lbs of medication
- Attended various HOA/POA subdivision meetings.
- Conducted the burial of unclaimed bodies. Working with Prospect Hill Cemetery, Missing in America, Able Forces, and Culpeper National Cemetery.
- Started a weekly partnership with the Arc of Warren County. A WCSO deputy goes to the bowling alley every Wednesday at 4pm to work with our special needs citizens.
- Hosted a Senior Safe ID Event at the Warren County Senior Center.
- Assisting Seniors First with their "Meals on Wheels" meal deliveries to senior citizens.
- Monthly Safety Presentations at the Warren County Senior Center
- Hosted a TRIAD Senior Expo
- We partnered with So Mote It Beef BBQ / Unity Masonic Lodge 146 to provide a meal to the seniors at the Warren County Senior Center 1x each month.
- We partnered with So Mote It Beef BBQ / Unity Masonic Lodge 146 to provide a meal to the individuals at the Thermal Shelter 1x each month during their winter operation.
- Attended numerous regular meetings: Warren Coalition, Warren County Board of Supervisors, Warren County Public Schools – School Board, Front Royal / Warren County Drug Prevention Committee, S.A.L.T./TRIAD Council, JDR Best Practices, FAPT, and CAC.
- Conducted Numerous Project Lifesaver Presentations
- Conducted Numerous K-9 Demonstrations
- Safety and Security Walkthrough Warren County Airport
- Participated in the Suicide Prevention Ride and Awareness Event, Lt. Terry Fritts designed the patch that was given out at this event. We continued to partner with Northwestern Community Services to provide this patch for a donation with all proceeds going to support the Concern Hotline.
- Continued our partnership with Samuels Public Library, Reading with a Sheriff program. This takes place on the 4th Wednesday of every month at 11am. The CPU and SRO's read stories and participate in activities with the kids.
- Conducted the burial of unclaimed bodies. Working with Prospect Hill Cemetery, Missing in America, Able Forces, and Culpeper National Cemetery.



Sheriff Butler, Chaplain Sgt. Vorous, and Forrest Lingenfelter from Missing in America conducting a burial at Culpeper National Cemetery of a veteran and his wife that were unclaimed Warren County residents that had passed away.

Community Policing Initiatives (continued)

INITIATIVES

- Became an official Army PaYS Partner and hosted a signing ceremony.
- Started a “Youth Mentoring Program” to help teach at-risk youth. This program has us partnering with the Warren County Department of Social Services, Juvenile and Domestic Relations Court, 26th District Court Service Unit, Warren County Commonwealth Attorney, and Warren County Public Schools. The program is taught by SROs after school at the middle and high schools.
- Gave out scholarships to a student at both Warren County High School & Skyline High school.
- Launched Citizen Connect, this is to provide more transparency and access to information regarding incidents, accidents, missing and wanted persons, and more.
- Obtained the Certified Crime Prevention Community (CCPC) making the WCSO the thirteenth community in the Commonwealth to receive this designation.
- Continuing our partnership with a new Sheriff’s Calendar vendor (Royce Publications) and the National Child Safety Council. This partnership assists us in revenue making, allowing us to purchase Community Policing supplies and department calendars.
- Started a drone program.
- Started a Citizen Academy
- Maintain neighborhood watch relationship through Nextdoor social media site:
 - Citizen members increased to 7,272 from 6,440 in 2022
 - Involved households increased to 5,454 from 4,894 in 2022
 - Number of neighborhoods participating: 63

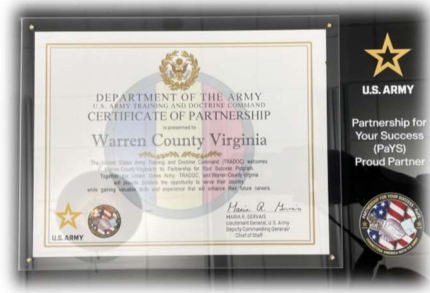
SERVICES

- 2 of our SRO’s assist with coaching school sports
- Hosted a Project Lifesaver class.
- Distributing Detera Drug Deactivation pouches that were obtained through a grant. To help citizens dispose of unwanted and/or unused medications.
- Distributing Scent Kits.
- Participated in periodic talks on the radio station (The River 95.3) and Royal Examiner podcast highlighting the Sheriff’s Office’s programs, upcoming events, and public awareness topics.
- Conducted Speed Trailer Surveys in several neighborhoods.
- Had a successful Project Lifesaver search finding the individual quickly and safely.



(Pictured Left) Sheriff Butler signing the Army PaYS partnership agreement.

(Pictured Right) Army PaYS Certificate of Partnership.



2023 Community and School Events

- Car Seat Installs at the Sheriff's Office (1 event and numerous installs throughout the year)
- D.A.R.E. program instruction by SROs to 5th graders
- D.A.R.E. Day for 5th graders
- Teaching Virginia Rules
- Bike Safety - program instruction by SROs to K-4th graders
- Driving Simulator - program instruction by SROs during driver's education
- National Night Out
- Camping for Hunger (The River 95.3)
- Hometown Halloween / Spooky Saturday
- Fireman's and Christmas Parades
- Family Fun Day
- Breakfast with Santa
- Target Store "Hero's and Helpers Grant" Christmas Program (Shop with a Sheriff)
- Rockland Church's Thanksgiving to Senior Citizens
- Front Royal Cardinal's All-Star Game
- Front Royal Cardinal's Hero's Night
- Warren County Fair
- Law Enforcement Memorial Week Ceremony
- WOW (Worlds of Work) at Shenandoah University
- State Farm Easter Egg Hunt
- Virginia Hills Church Easter Egg Hunt
- Easter Bunny with a Deputy (Dynamic Life Church)
- SAAM Vigil
- National Coffee with a Cop Day
- Warren County Department of Social Services – Jack-O-Lantern Jubilee
- Warren County Department of Social Services – Every Child Matters Jubilee
- Front Royal Buick / GMC Drive-thru Trunk-or-Treat
- Seniors and Santa Event at the Warren County Senior Center
- Thanksgiving at the Senior Center
- Toys-for-Tots
- Meals-on-Wheels
- Church of Skyline - Fall Festival
- Warren Coalition's "Celebrate Kids Day"
- Suicide Prevention Ride and Awareness Event
- Heroes Challenge 2023
- Domestic Violence Week Ribbon Display
- Senior Bingo at the Warren County Senior Center
- BEARR Group Community Outreach Event
- Browntown Redbud Festival
- Ride-with-Rotary
- Rockland Community Church – Prayer Garden Dedication
- Habitat for Humanity – Osage Street Cleanup
- Field Day (Each Elementary School)
- First Responder Mass (St. John the Baptist Roman Catholic Church)
- Warren County High School "Fun Day"
- Virginia Hills Church Fall Festival and Chili Cook Off
- Front Royal Church of the Brethren – Community Outreach Presentation
- Grace Fellowship Church of God – Legal Updates Presentation
- Warren County Parks and Recreation - Santa's Workshop
- The Arc of Warren County – Navigating the Maze
- Royal Arms – Wellness and Safety Fair

CPU generated Income / In-Kind Donations

Table 4. Summary of donations that supported Sheriff's Office services and events.

<u>NAME</u>	<u>TYPE / VALUE</u>	<u>SERVICE</u>
1. National Child Safety Council	Monetary/\$5031	Public Relations Supplies
2. The Arc of Warren County	Monetary/\$500	Donation/Project Lifesaver
3. Cedarville Ruritan Club	Monetary/\$350	Donation/Project Lifesaver
4. FR/WC F.O.P. Lodge 33	Monetary/\$1000	Donation/Project Lifesaver
5. Kiwanis Club of Front Royal	Monetary/\$400	Donation/Project Lifesaver
6. FR/WC F.O.P. Lodge 33	Monetary/\$300	Money for Candy
7. Charles Hamner	Monetary/\$50	Money for Candy
8. Elks Lodge #2382	Monetary/\$1000	D.A.R.E. Workbooks/Certificates
9. Doris & Charles Asbury	Monetary/\$100	D.A.R.E. Supplies
10. Front Royal Rotary Club	Monetary/\$1500	D.A.R.E. Supplies
11. Royce Publications, Inc	Monetary/\$2800	From WCSO Calendar
12. Target	Monetary/\$2500	Shop with a Sheriff
13. FR/WC F.O.P. Lodge 33	Monetary/\$300	Operation Telephone Christmas
<u>Fun Day Event (6/27/23)</u>		
River Run Campground	In-Kind	Canoes for Fun Day Event
Skyline Ranch Resort	In-Kind	Pool, pond for Fun Day Event
McDonald's	In-Kind	Food for Fun Day Event
KFC	In-Kind	Food for Fun Day Event
Applehouse	In-Kind	Food for Fun Day Event
Castiglia's	In-Kind	Food for Fun Day Event
Dominos	In-Kind	Food for Fun Day Event
Papa Johns	In-Kind	Food for Fun Day Event
Fox's Pizza	In-Kind	Food for Fun Day Event
IHOP	In-Kind	Food for Fun Day Event
Two Fat Butcher's	In-Kind	Food for Fun Day Event
Grandma Cheri's Ice Cream Truck	In-Kind	Food for Fun Day Event
Warren County Transportation	In-Kind	Food for Fun Day Event
<u>D.A.R.E. Day Event (4/19/23)</u>		
Steve Foster	In-Kind	Gracie the Mule
Winchester Speedway	In-Kind	Race Cars Display
C&C Frozen Treats	In-Kind	Shaved Ice & Dunking Booth
Samuels Public Library	In-Kind	Face Painting

CPU generated Income / In-Kind Donations

Table 4. Continued from the previous page.

<u>NAME</u>	<u>TYPE / VALUE</u>	<u>SERVICE</u>
<u>Sheriff's Football Camp Event (6/10/23)</u>		
So Mote It Beef BBQ	In-Kind	Co-Sponsor, Food
Mark Moseley	In-Kind	Coaching
D.C. Divas	In-Kind	Coaching
Dr. Kurt Piece	In-Kind	Coaching
Gage Steele	In-Kind	Coaching
Michael Early	In-Kind	Coaching
County of Warren	In-Kind	Football Field Use
<u>Thanksgiving - Operation Telephone</u>		
Rockland Community Church	In-Kind	Meals for Seniors
<u>Shop with a Sheriff & Breakfast with Santa (12/16/23)</u>		
Warren County Fire & Rescue	In-Kind	Breakfast for Children
Target	In-Kind	Snacks, Drinks, and Gifts for Children
<u>Unclaimed Body Burial (6/12/23 – Culpeper National Cemetery & 6/26/23 – Prospect Hill Cemetery)</u>		
Prospect Hill Cemetery	In-Kind	Grave and Opening/Closing
Missing in America	In-Kind	Veteran Burial Assistance, and urns
<u>Feeding the Community (Thermal Shelter - First Thursday of Winter Months & Senior Center - 1x a Month)</u>		
So Mote It Beef BBQ / Unity 146	In-Kind	Food & Food Preparations
<u>Halloween Events and Donations</u>		
1. Department of Social Services Jack-o-Lantern Jubilee (10/26/23)		
2. Front Royal Buick/GMC Truck-or-Treat (10/27/23)		
3. Hometown Halloween (10/28/23)		
4. Trick-or-Treating at the WCSO (10/31/23)		
Walmart	In-Kind	Candy for Halloween Events
Target	In-Kind	Candy for Halloween Events
Rural King	In-Kind	Candy for Halloween Events
Martin's	In-Kind	Candy for Halloween Events
Front Royal Buick/GMC	In-Kind	Candy for Halloween Events

CPU generated Income / In-Kind Donations

Table 4. Continued from the previous page and includes totals for all pages.

NAME	TYPE / VALUE	SERVICE
<u>D.A.R.E. Essay & Poster Party</u>		
Anthony's Pizza	In-Kind	Food for event
Total Donations:	\$15,831.00 + In-Kind Donations	



(Pictured left) Community Policing Unit (CPU) Lieutenant T. Fritts at the Warren County Senior Center using the Senior Safe ID Kit donated to the WCSO by the Moose Lodge to make medical ID cards for the seniors.

(Pictured right) Community Policing Unit (CPU) Lieutenant T. Fritts enjoys an outing at the Church at Skylines Family Fall Fest with Citizen Advisory Council (CAC) member Mike Olmstead. CPU members often attend these events in support of our community partners, and the WCSO has enjoyed an expanding partnership with our faith-based groups and services in the year 2023. Please contact Lt. Fritts if your church or organization would like us to attend your event.



(Pictured left) The children enjoying a presentation from Gracie the Mule with handler Steve Foster, from Steve's Amazing Grace during our 2023 D.A.R.E. Day event. This event was a tremendous success thanks to our sponsoring partners!

Community Events

Community events are a great way for the Warren County Sheriff's Office to interact with the community and the members of the community. The WCSO participates in many of the County's events including the county fair, annual Christmas parade, National Night Out, and other various events hosted throughout the year including fundraising opportunities.

(Pictured right) On May 13th, 2023, Sheriff Mark Butler and members of the Warren County Sheriff's participated in the annual Firemen's Parade. This is an event that the WCSO participates in every year and is always a great event put on by the Warren County Fireman. We appreciate having the opportunity to participate each year!



The 3rd Annual Warren County Sheriff's Office Football Camp was held on June 10, 2023 (photo left). The kids ran drills and received skills lessons conducted by football coaches from around the area, former Redskins player Mark Moseley, Gage Steele, Michael Early, and the D.C. Divas. They received a t-shirt memorializing the day. Lunch was provided by So Mote it Beef BBQ. SRO deputies Fuentes and Wigington had a blast participating with the kids and assisting with coaching.

Every year the Warren County Sheriff's Office participates in the Town of Front Royal's annual Christmas parade. This is a great opportunity for the office to show off their Christmas spirit and interact with the community. Many WCSO employees participate in the parade. To the right is a photo of the joint Warren County Sheriff's Office and Front Royal Police Department Honor Guard. It is an honor to be able to help kick off a great parade through display of the Honor Guard!



Photo Taken by: Photos by Dok

National Night Out

The Warren County Sheriff's Office participates yearly in the National Night Out (NNO) event, which is typically held on the first Tuesday in August every year. The location of the event is downtown Front Royal on Main Street at the Gazebo. This event is meant to increase awareness about police programs in communities, such as drug prevention, business watch, neighborhood watch, and other crime prevention efforts.

NNO is an annual community-building campaign that promotes partnerships between law enforcement and their communities and neighborhood solidarity to make our neighborhoods safer and more caring places to live. This event is a nationwide campaign, across all fifty states, by participating law enforcement agencies and U.S. military bases worldwide.

National Night Out is a spectacular opportunity for the Warren County Sheriff's Office to meet with citizens of the community and do outreach and let them get to know us and what we do better. At NNO 2023 the WCSO had multiple booths set up which included our; Sheriff's Office booth, a booth for the 911 Emergency Communications Center, and the Sheriff's Response Team (SRT) booth.



Sheriff Mark Butler (above) with an Auxiliary Deputy and two Communications Officers at the booths for National Night Out 2023.



The Sheriff's Response Team (SRT) pictured below with their booth at NNO 2023.



A Special Thank You to Our Local Supporters

From all of us at the Warren County Sheriff's Office to those who have provided a tremendous amount of support to the agency throughout 2023, we would love to give you a special thank you!

It is because of people and business like you that *together **WE** can make the community a better place.*

Anthony's Pizza
The Moose Lodge
The Elks Lodge
Fraternal Order of Police (FOP)
Keller Insurance
Hyda
Maddox Funeral Home
Prospect Hill Cemetery
Walmart
Martin's
Galls
Warren County Senior Center
Valley Health
Randolph Macon Academy
The Warren County Board of Supervisors
The Warren County Humane Society
Northwestern Community Services
Unity Masonic Lodge
Samuels Public Library
Target
Warren County Coalition
Warren County Transportation
Will Bryan of So Mote It Beef
Jerry Smith of Warren County Transportation
Residents of Warren County

Administrative Services Division

The Administrative Services Division staff are responsible for supporting all Sheriff's Office Personnel as well as serving the public. They organize, record and maintain all documentation that comes through the Sheriff's Office including all civil papers, personnel records, patrol documents, investigations files, etc.

In 2023 the Administrative Services Division managed to complete cross training for all Administrative Services Division Positions. This has proven to be a great help when someone has an overflow of work or is out of the office. Our Administrative Division was more than happy to complete this training on top of their usual training such as VCIN, FOIA, RMS, Etc.

The Warren County Sheriff's Office (WCSO) Administrative Services Division played a huge part in our Accreditation process. With their help and contribution, the WCSO was able to locate many materials needed as well as completing many of that tasks that needed to be done to complete the process of receiving this great honor. It is thanks to the many people of our Administrative staff for making this possible through their hard work and dedication to constantly bettering this office and helping to make our community better.

In addition to all the amazing work this division manages to do on a day-to-day basis to keep our office running smoothly, our Administrative staff also played a key part in becoming a part of the Army's PaYS program. This is a great program that provides many opportunities to Veterans throughout this Country. Sheriff Butler made it a goal during his first campaign to increase involvement with the Veterans of Warren County, this is something he has managed to do every day since taking office, the Army PaYS program helps to further this vision for the WCSO.

Another crucial aspect that the Administrative Services Division helps with is grant work. The Administrative Services manager deals with a lot of the work that has to be done for grants and this plays quite the crucial part when it comes time to apply for grants and do maintenance to maintain grants. Grants help the WCSO to have additional money added to our budget for things such as training, supplies needed, and even overtime pay for our deputies.

Each section of our Administrative Services Division plays a large and important part in the daily things needed of this office but one that should not be forgotten is our Civil Process administrative personnel. They handle all civil and criminal papers as well as Freedom of Information Act (FOIA) requests. In 2022 the Records Administrator D. Orye handled 564 FOIA requests, which increased to 713 FOIA requests in 2023 (numbers are from January 1st, 2022 – December 15th, 2023). Mrs. Orye has further participated in interviewing, accreditation training, and has completed multiple courses such as FOIA Webinar, attended demonstrations for software, Eliminating Risk & Liability in Records, and many more.

Administrative Services Division (continued)

The Administrative staff plays a key part in ensuring that the deputies training is tracked and that they are registered/signed up for any approved training, as well as making sure they have everything they need such as hotel, per diem, etc. This also includes when they have a certification that is about to expire and need to retake the training or reapply.

Along with making sure that all sworn personnel receive their needed training, the WCSO Administrative Staff are all trained in many different things that they use daily to better the department and workflow. Assistant Administrators also complete individualized training that includes but is not limited to: TRACER, VCIN, Lawful Employment training, IBR Level 1 and 2, and many more.

The Administrative Services Division also assists with the public events that are conducted by the Warren County Sheriff's Office. The WCSO Administrative Services has participated in many events such as the annual Christmas Parade, Fun Days, Meals on Wheels, National Night Out, Trunk or Treat, and many other events.

In addition to all of this, the Administrative staff has also taken care of scanning and storing all the Warren County Sheriff's Office Training documents, Certificates, Personnel Records, and any such documents to ensure proper records retention and retrieval. Both hardcopies and electronic copies of all the documents are maintained to ensure we always have them.

All the Administrative Division Assistants work closely with their respective Division Administrators as a team to ensure mission success.

Meet your Administrative Services Division!

- Administrative Services Manager – Ms. Patti Baggarly
- Records Administrator (FOIA) – Mrs. Diana Orye
- Finance Administrator – Ms. Vanessa Sutton
- Administrative Assistant – Ms. Keaton Leach
- Administrative Assistant – Mr. Jacob Witzten
- Administrative Assistant – Mr. Ryan Jewel
- Administrative Assistant – Mr. Christian Downs

911 Emergency Communications Center

The 911 Emergency Communications Center is a critical component of the Warren County Sheriff's Office (WCSO) as well as the Warren County Fire and Rescue. The Communications Center is responsible for all Radio Communications with sworn personnel as well as calls from the non-emergency line, and the 911 emergency line. All Communications Officers have completed on the job training and are working towards becoming DCJS certified. Other training required includes but is not limited to; Virginia Criminal Information Network (VCIN), FEMA, Emergency Medical Dispatch, Telephone CPR and many others.

Not only does the Communications Center handle all calls into the WCSO, but they also offer services such as but not limited to Language Translation, Text-to-911, Operation Telephone, and Rapid S.O.S. This year the 911 Emergency Communications Center was able to transition over to the EsiNet System. This system helps to provide better data of callers to C.O.'s such as video capabilities, pictures, text-to-911, and Geo-location.

The Communications Officers are there for you in some of the most intense moments of one's life and help to deescalate and find solutions to difficult situations.

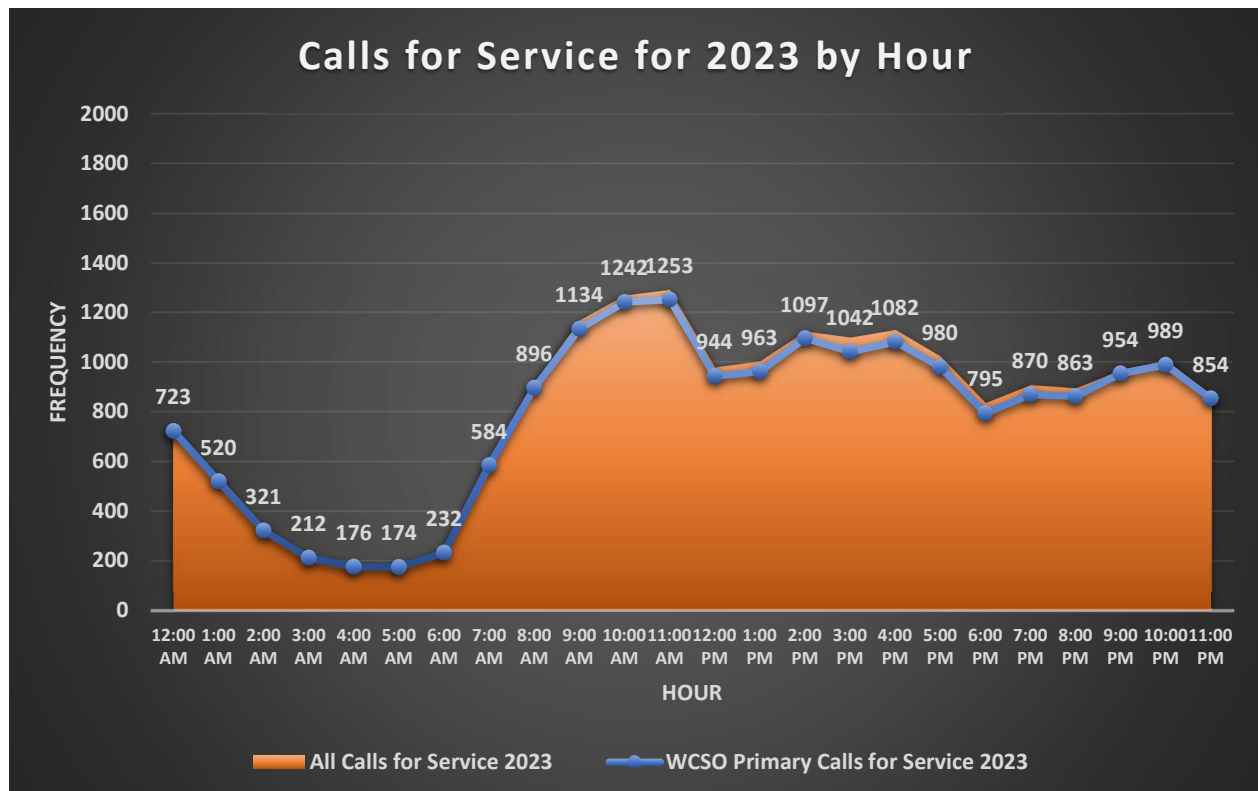
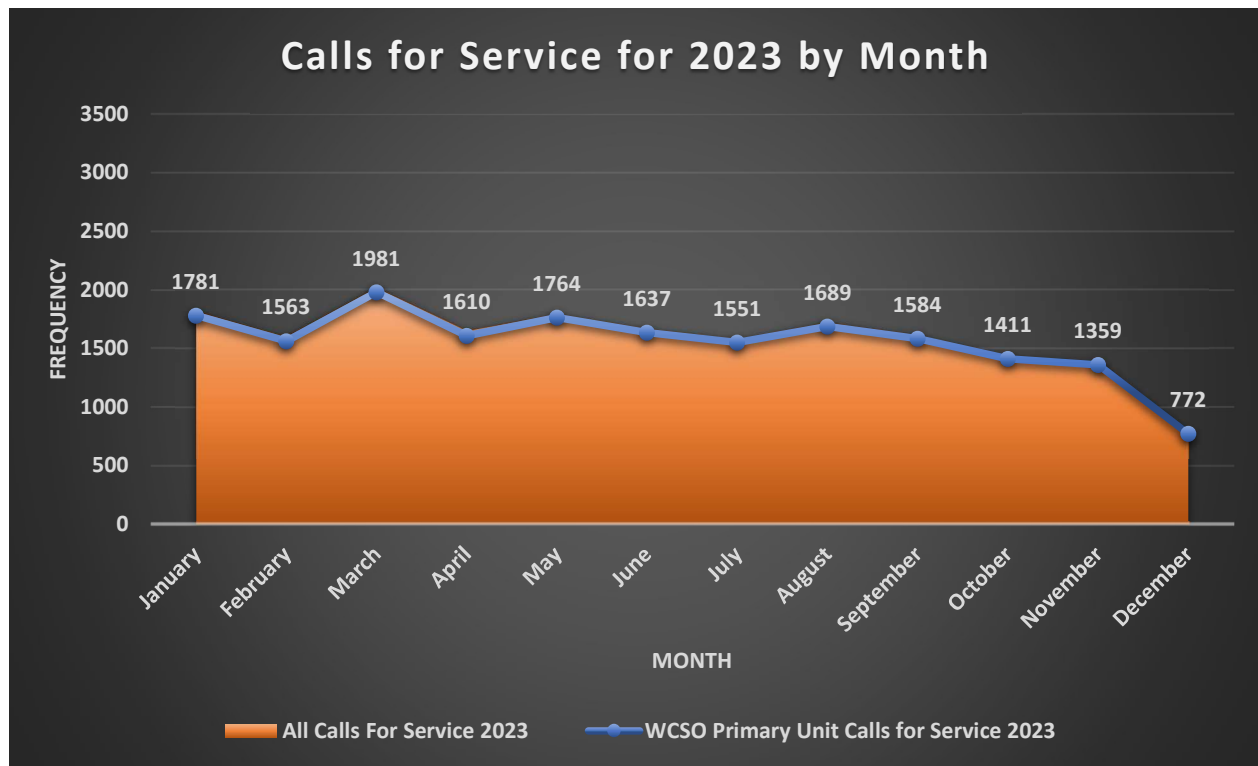
This year the Communications Division had 5 Communication Officers (C.O.) graduate from the Skyline Regional Criminal Justice Academy Communications Basic #7 and one graduate from Rappahannock Regional Criminal Justice Academy Communications Basic. With these certifications came a lot of hard work by these dedicated C.O.'s and we could not be prouder of them for everything they do!



Communications Basic #1 Graduation. From left to right – C.O. J. Wren, C.O. L. Whittaker, C.O. P. Long, C.O. A. Pitkin, C.O. M. Helms. Not Pictured - Graduate C.O. L. Atchison who graduated from Rappahannock Regional Criminal Justice Academy Communications Class.

911 Emergency Communications Center (Continued)

Figure 10. Statistics for call volume and type of calls that were received by our Communications Division from January 1st, to December 15th, 2023.



Awards and Commendations

Major Robert Mumaw and the Awards Committee were instrumental in creating a vibrant and new agency policy, *Commendations and Awards*, Personnel Order 11. Residents wishing to recognize a Sheriff's Office employee can do so using our website at warrencountysheriff.org/commendation/.

There were eight commendations and sixty awards presented for the year 2023. The breakdown of agency issued awards are:

- ✓ Medal of Bravery - 6
- ✓ Distinguished Service Medal - 7
- ✓ Leadership Medal - 10
- ✓ Life Saving Medal - 9
- ✓ Community Policing Medal - 11
- ✓ Sheriff's Citation - 8
- ✓ Outstanding Service - 15

Other Awards

Deputy Brandon Doffermire received the 2023 MADD (Mothers Against Drunk Driving) award for excellence in traffic safety enforcement by recording the most drunk driving arrests in our agency. Deputy Doffermire had 31 Driving Under the Influence Arrests for the fiscal year of 2023.

Sgt. John Gregory Received a Gold Valor award at the 2023 Front Royal – Warren County Valor Awards. At this same Event Communications Supervisor Jessica Atchison received the Certificate of Valor. We are immensely proud of these individuals for the work they do on a daily basis to help this community.

In addition to department members receiving recognition, the Sheriff's Office was proud to recognize many private citizens, military veterans, businesses, and organizations for their outstanding contributions to public safety, and community service.

In keeping with the Sheriff's community policing philosophy, the office enjoyed many partnerships that improved the quality of life for our community.



Medal of Bravery



Leadership Medal



Distinguished Service Medal



Community Policing Medal



Life Saving Medal

Professional Standards

Pursuing a standard of excellence and professionalism through the Virginia Law Enforcement Professional Standards Commission (VLEPSC) continued to be a major priority within the Sheriff's Office in the year 2023. The process for VLEPSC accreditation began in 2020 and completion was achieved on February 7, 2023. An important aspect of this program is the assurance that the Sheriff's Office consistently, fairly and effectively conducts administrative reviews and investigations to ensure compliance with its policies, practices and the state code.

The Sheriff's Office continued its journey in 2023 by adopting the new Policy Manual that conformed with the VLEPSC standards, which is maintained using the online tool called PowerDMS. This tool greatly increased the accountability of personnel for reviewing, understanding and complying with these policies and standards. The Policies are reviewed and updated annually.

The Warren County Sheriff's Office continues its transparent process of tracking citizen complaints, as well as internal administrative actions to ensure that the highest professional standards are sustained. The chart below reflects this Internal Affairs and Investigations outcomes for the year 2023.

Table 5. Summary of Internal Investigations Complaint findings.

Year	Classification				Outcomes of IA Investigations			
	CAT I	CAT II	CAT III	Total	FOUNDED	UN-FOUNDED	SUSTAINED	NON-SUSTAINED
2023	0	4	2	6	1	0	4	0
2022	9	2	8	18	4	2	9	3
2021	4	4	6	14	6	1	6	1
2020	5	3	2	10	3	4	3	0
2019	14	1	9	24	0	4	12	8
TOTALS	32	17	27	72	14	11	34	12
Average	6.4	3.4	5.4	14.4	2.8	2.2	6.8	2.4

- Founded – Allegations are true.
- Unfounded – No truth to the Allegations.
- Sustained (Exonerated) – Allegations are true; however, this was the result of adherence to proper and appropriate procedures and techniques.
- Non-Sustained – Unable to verify the truth of the matters under investigation.

In Memoriam

Retired Sheriff Lynn Armentrout



The Office of the Sheriff in Warren County solemnly pays tribute to the late retired Sheriff Lynn Armentrout, who departed this life on August 18, 2023. Having dutifully served as the Sheriff of Warren County for 28 years, his indelible influence on our community shall not be forgotten, and his unwavering devotion shall forever be etched in our memories.

It is posited that Sheriff Armentrout's tenure remains unparalleled as the longest held by a Warren County Sheriff, spanning seven terms or 28 years in sum. Sheriff Armentrout was first elected to office in November 1974 and steadfastly maintained this essential constitutional role until he retired in December 2003. His extraordinary fidelity to the safeguarding and welfare of Warren County's inhabitants stands as a testament to his character. Sheriff Armentrout's dedication, leadership acumen, and decorum established an elevated benchmark for law enforcement professionals. Thus, we humbly express our immense gratitude and admiration for the incalculable contributions made throughout his distinguished career.

May fond recollections of Sheriff Armentrout offer solace and tranquility during this time of grief. Our thoughts and prayers accompany his spouse Mary Jane, son Blue, daughter Kathy, grandson Sebastian, as well as other family members and friends during this trying period. Unwaveringly, we extend our deepest sympathies and unwavering support to those grieving his loss.

Want to Learn More?

To learn more about YOUR Sheriff's Office, or to get involved with partnering with us to improve the quality of life for Warren County, please visit our [Facebook page](#) or website (warrencountysheriff.org).

To reach Administration members:

- Mark A. Butler, Sheriff - mbutler@warrencountysheriff.org
- Robert C. Mumaw, Major - rmumaw@warrencountysheriff.org
- Stephen M. Collins, Captain - scollins@warrencountysheriff.org
- Patti Baggarly, Admin. Services Manager - pbaggarly@warrencountysheriff.org

To reach our Community Policing Unit (CPU):

- Robbie Seal, CPU Sergeant rseal@warrencountysheriff.org
- Terry Fritts, CPU Lieutenant tfritts@warrencountysheriff.org
- Cindy Burke, SRO Sergeant cburke@warrencountysheriff.org



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