

January 2026  
PE 25-06-690

## PERFORMANCE REVIEW

# THE DIVISION OF PROTECTIVE SERVICES

### AUDIT OVERVIEW

The Division of Protective Services Provides Safety and Security to the Capitol Complex and Other State Facilities in Compliance with W. Va. Code and PERD Finds There Is a Continued Need for the Division

The Department of Homeland Security and the Division of Protective Services Have Identified and Continue to Address Security Vulnerabilities for State Facilities and Employees

The School Safety Unit Is Carrying Out Its Duties, but Future Funding Is Uncertain

The Division's Website Partially Complies with Statutorily Required Content and Could Contain Additional Features Enhancing User-Friendliness



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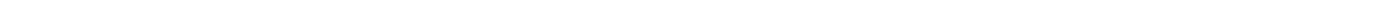
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**John Sylvia**  
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January 12, 2026

The Honorable Patricia Puertas Rucker, Chair  
State Senate  
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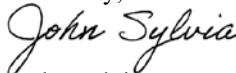
The Honorable Chris Phillips, Co-Chair  
House of Delegates  
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1900 Kanawha Boulevard, East  
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Dear Chairs:

Pursuant to the West Virginia Performance Review Act, we are transmitting a Performance Review of the *Department of Homeland Security's Division of Protective Services*. The issues covered herein are:

1. The Division of Protective Services Provides Safety and Security to the Capitol Complex and Other State Facilities in Compliance with W.Va. Code and PERD Finds there Is a Continued Need for the Division
2. An Assessment by the U.S. Department of Homeland Security Identified Vulnerabilities to Public Safety at the State Capitol Complex and Other State Facilities that Need to Be Addressed
3. The School Safety Unit Is Carrying Out Its Duties, but Future Funding Is Uncertain
4. The Division's Website Partially Complies with Statutorily Required Content and Could Contain Additional Features Enhancing User-Friendliness

We transmitted a draft copy of the report to the Division on October 30, 2025. We held an exit conference on November 12, 2025. We received the agency's written response on December 12, 2025. If you have any inquiries on this report, please let me know.

Sincerely,  
  
John Sylvia



# CONTENTS

Audit Report Brief..... 7

Executive Summary..... 9

Issue 1: The Division of Protective Services Provides Safety and Security to the Capitol Complex and Other State Facilities in Compliance with W.Va. Code and PERD Finds There Is a Continued Need for the Division..... 13

Issue 2: The Department of Homeland Security and the Division of Protective Services Have Identified and Continue to Address Security Vulnerabilities for State Facilities and Employees ..... 19

Issue 3: The School Safety Unit Is Carrying Out Its Duties, but Future Funding Is Uncertain .....23

Issue 4: The Division’s Website Partially Complies with Statutorily Required Content and Could Contain Additional Features Enhancing User-Friendliness .....31

List of Tables

Table 1: Number of Incidents DPS Reported FY 2020 through FY 2024..... 14

Table 2: Division of Protective Services Statutorily Required Standard Website Content .....32

List of Figures

Figure 1: School Safety Unit Region Map .....27

Figure 2: SSU Command Center.....28

List of Appendices

Appendix A: Transmittal Letter .....35

Appendix B: Objectives, Scope and Methodology .....37

Appendix C: Agency Response .....39

Appendix I: Annual Breakdown of Incident Categories FY 2020 - 2024.....41

Appendix II: Map of the West Virginia State Capitol Complex .....43

Appendix III: Total Allocated Positions for DPS Filled and Vacant Positions FY 2016 to 2025 .....45



# AUDIT REPORT BRIEF

## West Virginia Division of Protective Services (DPS) Performance Review Key Findings and Recommendations

### At a Glance

- DPS continues to fulfill its statutory mission to protect the Capitol Complex and state facilities.
- Average of 6,679 incidents annually (FY 2020–2024), with active monitoring of 37 state facilities.
- DPS’s School Safety Unit (SSU) conducts inspections and threat monitoring statewide; funding after 2027 is uncertain.
- DPS’s website partially complies with statutory requirements; additional transparency and user-friendly features recommended.

### Issue 1: Continued Need for DPS

**Core Program:** Capitol and state facility security.

#### Findings:

- Established in 1999 (W. Va. Code §15-2D-1), DPS ensures safety for employees, citizens, and visitors.
- The Division investigates threats, larceny, vehicle incidents, and responds to medical emergencies; the command center provides 24/7 surveillance and dispatch.
- Workforce: 23–33 officers and 9–10 police telecommunicators (2020–2024), plus support staff.
- DPS materially complies with statutory duties.

#### Recommendation:

1. Continue DPS operations to ensure public safety and security.

### Issue 2: Addressing Security Vulnerabilities

**Core Program:** Risk assessment and mitigation for state facilities and personnel.

#### Findings:

- DPS and DHS notified of security and safety vulnerabilities through U.S. DHS assessment.
- Implementation of some recommendations is limited by funding or agency authority.

#### Recommendations:

2. Require agencies to submit physical security, continuity, and emergency plans to DHS for review.
3. Codify a statewide risk-management strategy with DHS oversight and integration across all departments.

### Issue 3: School Safety Unit (SSU)

**Core Program:** K-12 school inspections, threat monitoring, and safety services.

#### Findings:

- SSU conducts inspections, approves Crisis Response Plans, and provides training on various safety topics.
- FY 2024: 2,047 school visitations (158% of goal); 814 threat tips investigated.
- GIS-based mapping pilot underway; HB 3166 now requires standardized school safety mapping.
- Current funding: \$2 million WVDE grant expiring June 30, 2027.

#### Recommendation:

4. Legislature and DHS should identify sustainable funding to maintain SSU operations.

### Issue 4: Website Compliance and User-Friendliness

**Core Program:** Public transparency and communication.

#### Findings:

- Website meets 50 percent of W. Va. Code §5F-1-7 statutory requirements.
- Easy navigation, search functionality, and site map present; however, additional transparency features recommended (FOIA submission, administrator bios, performance metrics).

#### Recommendations:

5. Update website to fully comply with statutory requirements.
6. Enhance user-friendly and transparency features to improve public engagement.

### Overall Conclusion

DPS effectively provides safety, security, and school safety oversight across the state. Continuation of services, funding for SSU, and improved website transparency will strengthen public safety and trust in government operations.





## EXECUTIVE SUMMARY

The Performance Evaluation and Research Division (PERD) within the Office of the Legislative Auditor conducted a performance review of the Division of Protective Services (Division) pursuant to West Virginia Code §4-10-7. The objectives of this review were to determine if there is a continuing need for DPS, how effectively DPS is adhering to its duties in W. Va. Code §15-2D *et seq.*, how effective does the DPS carry out the duties prescribed in W. Va. Code §15-2D-3(b) and W. Va. Code §15-2D-3(e)(2) in relation to the School Safety Unit (SSU), and does the agency's website comply with the statutory requirements of W. Va. Code §5F-1-7. The findings of this report are highlighted below.

### Frequently Used Acronyms in the Report:

DPS – Division of Protective Services  
DHS – Department of Homeland Security  
PERD – Performance Evaluation and Research Division  
SSU – School Safety Unit  
W. Va. Code – West Virginia Code  
WVDE – West Virginia Department of Education

### Report Highlights:

#### **Issue 1: The Division of Protective Services Provides Safety and Security to the Capitol Complex and Other State Facilities in Compliance with W. Va. Code and PERD Finds there Is a Continued Need for the Division**

- Established in 1999 (W. Va. Code §15-2D-1), the DPS ensures safety for employees, citizens, and visitors at the State Capitol Complex and other state facilities.
- The Division investigates threats, larceny, vehicle incidents, and responds to medical emergencies, and the Division's command center provides 24/7 surveillance and dispatch services.
- The DPS materially complies with its statutory duties.

#### **Issue 2: The Department of Homeland Security and the Division of Protective Services Have Identified and Continue to Address Security Vulnerabilities for State Facilities and Employees**

- A voluntary U.S. Department of Homeland Security assessment notified DHS and DPS of safety and security vulnerabilities for the State's major assets.
- The DPS has addressed some of the vulnerabilities identified; however, other vulnerabilities remain outside of DPS's authority or funding.
- The State does not have a comprehensive risk-management strategy program or a state-wide oversight and review program of physical security plans, business continuity plans, or emergency management plans.

### **Issue 3: The School Safety Unit Is Carrying Out Its Duties, but Future Funding Is Uncertain**

- The SSU conducts inspections, approves Crisis Response Plans, and provides training on various safety topics.
- In FY 2024, the SSU conducted 2,047 school visitations and investigated 814 threat tips.
- The SSU utilized a GIS-based mapping pilot program to develop detailed mapping of public schools and assist first responders in the event of an incident at a school.
- The SSU is currently funded through a WVDE grant that expires June 30, 2027.

### **Issue 4: The Division's Website Partially Complies with Statutorily Required Content and Could Contain Additional Features Enhancing User-Friendliness**

- The Division's website contains half of the content listed in the statutory requirements of W. Va. Code §5F-1-7.
- Improvement is needed to DPS's website to enhance user-friendliness and transparency.

### **PERD's Response to the Agency's Written Response**

The Division of Protective Services submitted its written response to this report on December 12, 2025 (see Appendix C). In its response, the Division did not dispute the report's findings or conclusions related to any of the issues presented. With respect to Issue 2, the Division acknowledges there is a need for state agencies and departments to develop, maintain, or update physical security plans for facilities, business continuity plans, and emergency management plans, which could be submitted and reviewed by the West Virginia Department of Homeland Security regularly to ensure such plans are documented and implemented. The Division agrees that DHS and DPS could also advise and assist state agencies and departments in developing a statewide risk-management strategy program for their respective agency or department. The DPS will continue to acquire information to determine best practices to assist and advise agencies and departments regarding physical security planning.

Regarding Issue 3, the Division confirms the current funding will not allow the SSU to operate and employ the existing SSU personnel through June 30, 2027. However, the Division has been informed by the Department of Education that it will continue to fund the SSU through FY 2027. In addition, with the implementation of HB 3166, the SSU terminated its GIS school mapping project. The Division acknowledges the pilot program being utilized by the SSU was different from what the Legislature intended. The SSU is currently using GIS software only for assessment of schools and data tracking.

Concerning Issue 4, the Division agrees that the website did not contain all statutory information as listed in W. Va. Code §5F-1-7. The Division has addressed three of the four mandated items and is working to correct the remaining deficient items.

## Recommendations

1. *PERD recommends the continuation of the Division of Protective Services.*
2. *PERD recommends the Legislature consider requiring state agencies and departments to have all physical security plans for facilities, business continuity plans, and emergency management plans submitted and reviewed by the West Virginia Department of Homeland Security regularly to determine where improvements may be necessary and to ensure such plans are documented and implemented.*
3. *PERD recommends the Legislature consider codifying a statewide risk-management strategy program that all departments and agencies must participate in and allow the Department of Homeland Security to have oversight authority of these plans to ensure that they are properly integrated across government and departments and address all relevant security vulnerabilities. Such plans should address physical facilities and operational security risks across all major state government assets. When necessary, the Department of Homeland Security can assist departments and agencies in determining the amount of funding necessary to implement security measures if funds are not available and budgeted.*
4. *PERD recommends the Legislature, in conjunction with the Department of Homeland Security and the Division of Protective Services, consider ways to continue funding for the School Safety Unit and how best to continue operations into the future based on available future funding identified.*
5. *The Division of Protective Services should provide additional website features as required by West Virginia Code §5F-1-7.*
6. *The Division of Protective Services should consider adding any user-friendly or transparency elements that it determines would further enhance its website.*



## ISSUE 1

### **The Division of Protective Services Provides Safety and Security to the Capitol Complex and Other State Facilities in Compliance with W.Va. Code and PERD Finds There Is a Continued Need for the Division**

#### **Issue Summary**

Part of this performance review has been to determine if there is a continuing need for the Division of Protective Services (DPS), an agency that provides security for the State Capitol Complex and other state-owned or leased facilities. The Legislature finds there is a need for safety and security at the Capitol Complex and other state facilities. DPS fulfills this need by implementing a range of safety and security measures within the Capitol Complex and other state facilities in compliance with West Virginia Code (W. Va. Code). Given the potential of dangerous human-caused and natural incidents, there is an ongoing need for security. Therefore, there is a continued need for DPS to mitigate the risk of harm to the public.

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*The Legislature finds there is a need for safety and security at the Capitol Complex and other state facilities. DPS fulfills this need by implementing a range of safety and security measures within the Capitol Complex and other state facilities in compliance with West Virginia Code (W. Va. Code).*

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#### **The Division Is Intended to Provide Safety and Security for Individuals at the State Capitol Complex and Other State Facilities**

During the 1999 regular session of the West Virginia Legislature, Senate Bill 170 was passed, establishing the Division of Protective Services. As stated in W. Va. Code §15-2D-1, the Legislature finds, “*that citizens, state employees and visitors who park, attend functions, conduct business or work at the capitol complex and other state facilities should be safe and secure.*” From that same Code section: “*The Legislature further finds and declares that it is in the public interest to establish a division... for the purpose of providing safety and security to individuals who visit, conduct business or work at the capitol complex and other state facilities.*”

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*W. Va. Code §15-2D-1 implies that without a division providing security and safety to state government facilities, there is a concerning risk of harm to state employees, citizens, and visitors on state grounds.*

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#### **The Division Continues to Satisfy Its Intended Purpose Through Various Services**

W. Va. Code §15-2D-1 implies that without a division providing security and safety to state government facilities, there is a concerning risk of harm to state employees, citizens, and visitors on state grounds. DPS fulfills its mission of providing for the safety and security of individuals

who visit and work at the West Virginia State Capitol Complex by employing individuals trained in law enforcement procedures and who can effectively respond to emergencies and non-emergency services, investigate reported criminal violations, and assume primary responsibility for policing the complex. In 2024, DPS's officers investigated terroristic threats as well as threats occurring via telephone, email, and social media. Also, the Division investigated larceny complaints, identity theft, vehicle crashes, and numerous calls for medical assistance.

From fiscal year 2020 to 2024, on average, DPS responded to over 6,000 incidents annually, as can be seen in Table 1. A full breakdown of incidents reported can also be seen in Appendix I. Table 1 shows that there is a significant decrease in reported incidents from fiscal year 2021 to 2023. DPS director informed PERD that the reason for the decrease is that, as of June 30, 2021, there was a policy change resulting in the Division no longer filing written reports on unlocked doors. Table 1 also shows an increase in reported incidents in fiscal year 2024. Regarding this increase, the director stated:

*Upon review I believe this discrepancy was due to employees failing to log General Services Division calls for service during that time period. It appears that incidents logged from October 2022- May 2023 were below what were most likely reported. Further review indicates this problem has been corrected as seen in the consistency on reported incidents starting in May 2023 and continuing through June 2024.*

*In 2024, DPS's officers investigated terroristic threats as well as threats occurring via telephone, email, and social media.*

*From fiscal year 2020 to 2024, on average, DPS responded to over 6,000 incidents annually.*

**Table 1**  
**Number of Incidents DPS Reported**  
**FY 2020 through FY 2024**

	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>Average</b>	<b>Total</b>
<b>Incidents</b>	9,908	10,205	4,421	2,865	5,994	6,679	33,393

*Source: DPS Status Reports; PERD calculations.*

The Capitol Police Command Center operates and monitors multiple security systems, 24 hours a day, 365 days a year, enabling the point of contact and dispatch for all law enforcement, emergency medical service, and fire response. DPS also operates the Capitol Dispensary, with a full-time registered nurse and, additionally, a doctor during the regular legislative session. DPS monitors and administers card access for

multiple agencies and Capitol Complex buildings, ensuring controlled access to vital and sensitive areas. In addition to the State Capitol Building, the Division Command Center monitors and provides some type of security service to 36 other state-owned or leased buildings. DPS also provides an interactive map on its website to assist visitors, as shown in Appendix II.

DPS's workforce includes a variety of positions beyond law enforcement officers, reflecting the diverse functions required to fulfill its mission. Law enforcement officers and police telecommunicators comprise the majority of the agency's workforce. From calendar year 2020 to 2024, the Division employed between 23 and 33 officers. The Division also consistently employs police telecommunicators. Between calendar years 2020 and 2024, DPS maintained a staff of 10 police telecommunicators annually, with the exception of 2022, when police telecommunicator staff decreased to nine. Some other positions include the director, executive secretaries, a registered nurse, operations technicians, and a security screener. A breakdown of DPS's allocated positions can be seen in Appendix III.

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*In addition to the State Capitol Building, the Division Command Center monitors and provides some type of security service to 36 other state-owned or leased buildings.*

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## **The Division Is a Deterrent and a Solution to Potential Harm Occurring to the Public and the State's Assets**

W. Va. Code §15-2D-1 implies that without a division to conduct safety and security operations, there is potential risk of harm to the public's safety and security at the State Capitol Complex and other state facilities. The Legislature's findings stated in W. Va. Code §15-2D-1, are that citizens, state employees, and visitors who park, attend functions, conduct business, or work at the Capitol Complex should be safe and secure and that it is in the public interest that a division exist within the Department of Homeland Security, providing safety and security to these individuals at the Capitol Complex. DPS's Command Center provides comprehensive security surveillance that enables rapid and accurate responses to emergencies. Regarding security surveillance, DPS's director stated, "*The division has adequate Closed-Circuit Television (CCTV) coverage on the Capitol Complex,*" but could not provide a percentage of the complex being surveilled.

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*DPS's Command Center provides comprehensive security surveillance that enables rapid and accurate responses to emergencies.*

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The staff and dispensary provide adequate first responder services in the event of a medical emergency, reducing the risk of harm to the public's health and well-being. Ensuring controlled access to vital and sensitive areas provides for the security of locations and personnel, thus reducing the risk of adverse effects to public safety. DPS currently provides all these services.

Indeed, there is a risk that government employees who have access to sensitive information could be targeted by hostile actors. Natural disasters like flooding can occur, damaging facilities. Public assemblies can become violent without an adequate deterrent factor. To be discussed in Issue 2, the U.S. Department of Homeland Security conducted a security posture assessment of major state assets that identifies such vulnerabilities that suggest current potential threats to public safety and security. This underscores the need for a deterrent and solution to these threats, such as those provided by the Division of Protective Services. **Therefore, PERD concludes that there is a continuing need for the Division of Protective Services.**

## **The Division of Protective Services Is Materially Compliant with W. Va. Code §15-2D**

PERD conducted a compliance review of W. Va. Code §15-2D, which identifies DPS's duties. PERD finds that the agency is compliant with its statutory requirements. Some of the requirements include that the Division have a security process for background and employment eligibility checks for employees of service providers who will work on the State Capitol Complex, a process for awarding service weapons to DPS's retiring officers, and a monthly submission of status reports to the President of the Senate and to the Speaker of the House of Delegates. PERD finds no substantial deviations regarding DPS's required operations delineated in W. Va. Code §15-2D. It should be noted that for this issue, PERD has not included the requirements of W. Va. Code §15-2D-3(b) or W. Va. Code §15-2D-3(e)(2). While DPS complies with both provisions, these are directly related to the recently established School Safety Unit (SSU), which will be addressed in Issue 3 later in this report.

## **Conclusion**

In summary, PERD determined that DPS fulfills the obligations set out in W. Va. Code §15-2D. The Division employs certified or pre-certified officers, has adopted rules on rank and duties, delivers monthly status reports to the Speaker and the President, conducts fingerprint and E-Verify checks on service-provider employees, awards service weapons to retiring officers, and administers and records each officer's oath of office. Given that there is an ongoing need for public safety at the Capitol Complex and other critical state facilities, and DPS is providing adequate protective services, PERD determines that there is a continual need for the agency.

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*To be discussed in Issue 2, the U.S. Department of Homeland Security conducted a security posture assessment of major state assets that identifies such vulnerabilities that suggest current potential threats to public safety and security.*

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*PERD finds that the agency is compliant with its statutory requirements.*

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*Given that there is an ongoing need for public safety at the Capitol Complex and other critical state facilities, and DPS is providing adequate protective services, PERD determines that there is a continual need for the agency.*

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## **Recommendation**

- 1. PERD recommends the continuation of the Division of Protective Services.*



## ISSUE 2

### **The Department of Homeland Security and the Division of Protective Services Have Identified and Continue to Address Security Vulnerabilities for State Facilities and Employees**

During the course of the audit, PERD became aware of the ongoing activities that DPS was engaged in concerning the physical security for state facilities as well as efforts by the West Virginia Department of Homeland Security (DHS) to identify and address potential vulnerabilities. In 2012, the Division of Protective Services along with the General Services Division initiated a plan to enhance the security and safety of the perimeter of the Capitol Complex, resulting in a five-phase plan. Two of those phases were initiated by 2015 and are now completed, and the remaining phases require additional funding to complete with one phase proposed in the 2025 budget and the remaining two phases to be considered in future budget years. In addition, the DPS also has identified other potential vulnerabilities it continues to address through an assessment of the State's major assets DHS requested through the U.S. Department of Homeland Security, providing both DHS and DPS additional guidance on where to address potential vulnerabilities.

Regarding the issues the assessment identified, the DPS's director stated:

*The assessment made many recommendations, some of which I believe would enhance security on the complex and at other facilities. However, most of the recommendations made are outside the control of the division or require funding that the division does not have.*

While funding may be required to address vulnerabilities identified, some of these matters are not fully within the scope or authority for DPS or DHS to administer or carry out on their own. A general example of this would be continuity plans for state government where what would be required to remain operational under various circumstances can only be determined by the departments, and agencies within, that operate the various aspects of state government. While the DHS and DPS can coordinate and advise on these matters to a degree, it ultimately requires the cooperation and input of other state departments and their own actions in creating and implementing such plans. These efforts to ensure the security and continuity of government operations are essential, and the past COVID pandemic is evidence of state governments' need to be prepared for the unexpected and have plans to react and respond to such events.

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*During the course of the audit, PERD became aware of the ongoing activities that DPS was engaged in concerning the physical security for state facilities as well as efforts by the West Virginia Department of Homeland Security (DHS) to identify and address potential vulnerabilities.*

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*While the DHS and DPS can coordinate and advise on these matters to a degree, it ultimately requires the cooperation and input of other state departments and their own actions in creating and implementing such plans.*

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Therefore, **PERD recommends the Legislature consider requiring state agencies and departments to have all physical security plans for facilities, business continuity plans, and emergency management plans submitted and reviewed by the West Virginia Department of Homeland Security regularly to determine where improvements may be necessary and to ensure such plans are documented and implemented.** This will better allow the State to address any security vulnerabilities and work with DPS as necessary to determine the resources needed to implement these measures. **PERD also recommends the Legislature consider codifying a statewide risk-management strategy program that all departments and agencies must participate in and allow the Department of Homeland Security to have oversight authority of these plans to ensure that they are properly integrated across government and departments and address all relevant security vulnerabilities. Such plans should address physical facility and operational security risks across all major state government assets. When necessary, the Department of Homeland Security can assist departments and agencies in determining the amount of funding necessary to implement security measures if funds are not available and budgeted.** Through this, the State addresses several issues noted by the review. These activities all work together to better ensure the safety and security of state facilities and state employees and the continuity of government operations.

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*However as noted, funding to implement some of these measures is still necessary and many require the cooperation and action of other state government departments and agencies.*

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## Conclusion

The DPS is actively engaged in identifying and responding to security vulnerabilities for state facilities and state employees. The DHS has also independently sought assistance to identify and respond to any potential vulnerabilities. However as noted, funding to implement some of these measures is still necessary and may require the cooperation and action of other state government departments and agencies. The efforts to address any vulnerabilities only serve to better protect state government, its assets, and its employees while ensuring the continuity of function during unpredictable events or disasters.

## Recommendations

2. *PERD recommends the Legislature consider requiring state agencies and departments to have all physical security plans for facilities, business continuity plans, and emergency management plans submitted and reviewed by the West Virginia Department of*

*Homeland Security regularly to determine where improvements may be necessary and to ensure such plans are documented and implemented.*

3. *PERD recommends the Legislature consider codifying a statewide risk-management strategy program that all departments and agencies must participate in and allow the Department of Homeland Security to have oversight authority of these plans to ensure that they are properly integrated across government and departments and address all relevant security vulnerabilities. Such plans should address physical facility and operational security risks across all major state government assets. When necessary, the Department of Homeland Security can assist departments and agencies in determining the amount of funding necessary to implement security measures if funds are not available and budgeted.*



## ISSUE 3

### The School Safety Unit Is Carrying Out Its Duties, but Future Funding Is Uncertain

#### Issue Summary

For this issue, PERD focused primarily on how effectively the Division's School Safety Unit (SSU) complied with statutory requirements. The Division complies with both W. Va. Code §15-2D-3(b) and §15-2D-3(e)(2) regarding the unit. The unit conducts physical inspections of schools throughout the state and makes recommendations to the appropriate county school personnel in accordance with W. Va. Code. The unit also provides various pertinent services regarding school safety across the state. However, the unit is currently funded by a \$2 million grant from the West Virginia Department of Education (WVDE) that is scheduled to end June 30, 2027.

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*The Division complies with both W. Va. Code §15-2D-3(b) and §15-2D-3(e)(2) regarding the unit.*

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#### W. Va. Code Authorizes the School Safety Unit to Conduct Inspections and Make Recommendations Regarding School Safety and Provide Additional School Safety Services

During the 2023 regular session of the West Virginia Legislature, House Bill (HB) 3369 was passed, establishing the SSU within the West Virginia Department of Homeland Security. W. Va. Code §15-2D-3(b) states:

*The director shall establish a School Safety Unit within the Division of Protective Services. Officers shall be assigned to the School Safety Unit at the discretion of the director. The officers assigned to the School Safety Unit shall primarily be charged to make school safety inspections and to make recommendations to appropriate county school superintendents, principals, or other school administrators, regarding school safety.*

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*During the 2023 regular session of the West Virginia Legislature, House Bill (HB) 3369 was passed, establishing the SSU within the West Virginia Department of Homeland Security.*

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Furthermore, consistent with subsection (b), W. Va. Code §15-2D-3(e)(2) mandates DPS's director shall "provide services to all public primary and secondary schools in furtherance of the purposes of the School Safety Unit" and "That the director may provide services to any private primary and secondary schools in the state upon request." Private schools in each county can contact the SSU to request a safety inspection. Regarding how DPS performs services, the director stated:

[counties are] *divided into regions by the School Safety Unit Director and assigned to individual School Safety Officers. Once assigned a region, officers are directed to contact the County School Board Office and the Principals of the schools they are assigned and establish meetings with the same. During those meetings, officers provide details of physical on-site safety inspections they will be conducting, the possibility of safety recommendations that could be made after the physical site survey and of the other services the School Safety Unit can provide. Any questions that arise are answered or referrals made if the questions can't be answered by the officer.*

The SSU is also responsible for reviewing, returning for corrections, and approving the Crisis Response Plans (CRP) for all K-12 public schools. The unit also maintains the school threat tip line, which consists of a “1-800” telephone number, an email address, and the “See Send” application.

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*The Division director has directed school safety officers to physically visit each public K-12 primary and secondary school in their assigned region at a minimum of two times each school year. However, in FY 2024, the unit conducted 2,047 school visitations, or 158% of the desired performance.*

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## **The School Safety Unit Conducts Inspections and Makes Recommendations as well as Provides Additional Services as Mandated by Code**

In accordance with W. Va. Code §15-2D-3(b), the SSU conducts inspections and makes recommendations. The Division director has directed school safety officers to physically visit each public K-12 primary and secondary school in their assigned region at a minimum of two times each school year. There are 646 physical public schools in West Virginia. Visiting each public school twice annually would result in 1,292 total visitations. In FY 2023, the unit conducted 923 school visitations, which is 71% of the agency’s desired performance. However, in FY 2024, the unit conducted 2,047 school visitations, or 158% of the desired performance. In a statement below, DPS director attributed personnel hiring as the reason for the increase in school visitations in FY 2024:

*The division didn't hire the first School Safety Officer (SSO) until December 2022. Since that time, the division has hired additional SSO's in a systematic fashion attempting to ensure the right person is hired for the position. The division has now filled all ten (10) vacancies allotted to this unit. Therefore, the hiring of personnel reflected a growing increase in school visits in 2024.*



Examples of recommendations made to schools include:

- A. Schools upgrade their communications with more modern radios, modern public address systems, and direct lines to County 911 Centers.
- B. Schools upgrade their exterior door numbering system to ensure consistency of both the interior and exterior sides of the doors, and recommendation for a statewide numbering system for all schools.
- C. Schools upgrade locks on doors and windows and provide information on secondary locking devices that could be used in addition to what is installed.
- D. Schools provide more accurate crisis and floor plans.
- E. Schools conduct annual drills regarding school safety.

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*During the 2023 school year, the SSU responded to or investigated 526 school safety threat tips. During the 2024 school year, the number of school safety tips the unit responded to increased to 814.*

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During the 2023 school year, the SSU responded to or investigated 526 school safety threat tips. During the 2024 school year, the number of school safety tips the unit responded to increased to 814. Regarding the nature of these responses or investigations, DPS's director informed PERD, *"The degree of response and investigation depended on the type of threat that was received. The majority of these tips did not require an immediate response."*

Additionally, the SSU attends training to maintain current law enforcement certifications and obtains new certifications related to school safety, such as physical security assessment, crime prevention through environmental design, etc. Moreover, additional school safety services the SSU conducts include the following:

- Participates in, organizes, and is a liaison between various agencies for drills related to emergencies that may occur at schools (active shooter, reunification, severe weather, lockdowns, etc.).
- Vets safety equipment and technologies currently being marketed by various companies to West Virginia Schools.
- Participates in, organizes, and coordinates safety-related meetings/trainings with regional School Safety and School Facilities Administrators to meet Federal Emergency Management Agency (FEMA) Incident Command System requirements.

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*Additionally, the SSU attends training to maintain current law enforcement certifications and obtains new certifications related to school safety, such as physical security assessment, crime prevention through environmental design, etc.*

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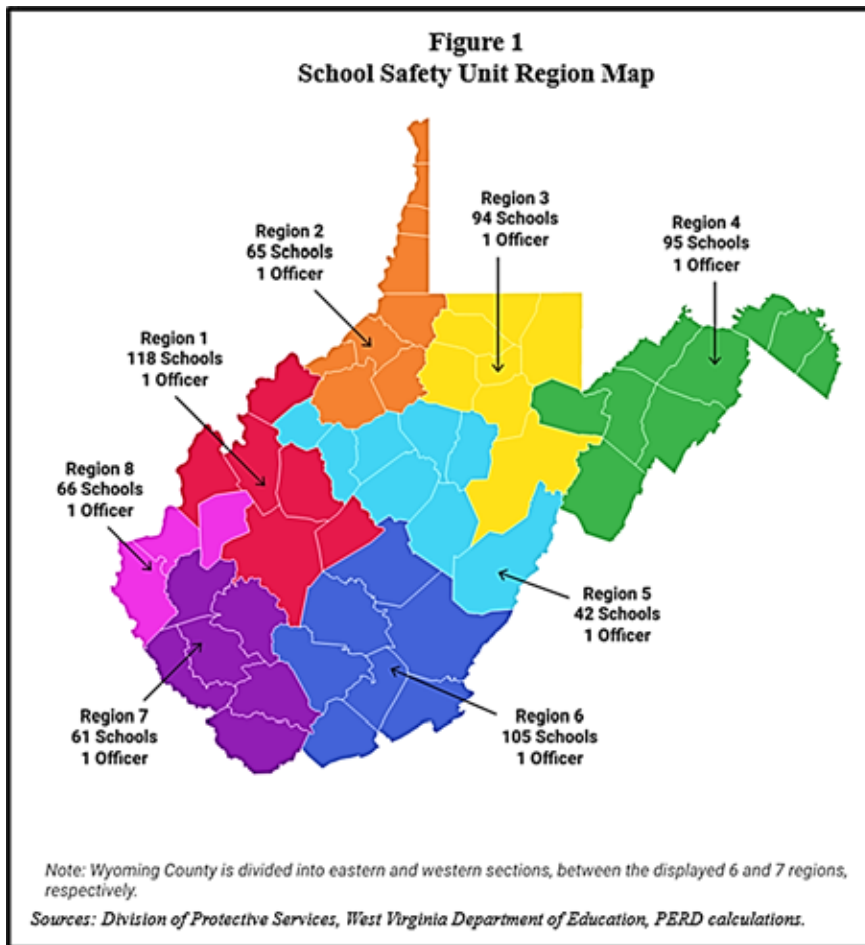
- Provides training on various safety topics (Stop the Bleed, CPR/ AED, First Aid, etc.) to school personnel, community organizations, and various law enforcement entities.
- Liaisons with School Resource Officers and Prevention Resource Officers assigned to various schools throughout West Virginia.
- Coordinates with the West Virginia Department of Education, West Virginia School Building Authority, and West Virginia Fire Marshal's Office to develop building safety standards as it relates to West Virginia Code §18-9F-10 based on the current National Standards to create uniformity throughout West Virginia Schools.
- Works toward a statewide school mapping project to update and create uniformity of the floor plans for all public K-12 schools in West Virginia.
- Develops programs to use the data received from the safety inspections/assessments, school-threat tip line, regional officers, and the West Virginia Department of Education to impact direct improvements in the safety of all West Virginia K-12 schools.
- Monitors legislation in West Virginia and other states that could affect school safety.
- Collaborates with other states that have school safety programs regarding their policies, current trends, or other school-related matters that may affect schools in West Virginia.

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*The SSU employs 10 officers across 8 regions to achieve its mission. The 10 officers work out of their homes, and, depending on assignment, they are on-call 24 hours a day, seven days a week.*

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The SSU employs 10 officers across 8 regions to achieve its mission. Figure 1 shows the eight regions and the number of schools per region. The 10 officers work out of their homes, and, depending on assignment, they are on-call 24 hours a day, seven days a week. Ideally, the Division would like three officers to be active in each of the eight regions. As certified officers and former members of other law enforcement agencies, some officers rely on contacts in their former police departments to facilitate office work or working space at the local police department or detachment.



*The SSU previously utilized a pilot program, identified as Geographic Information Systems (GIS) Mapping Software, to develop detailed mapping of public schools in West Virginia, consisting of virtual views of building access points and room locations; thereby, assisting law enforcement in fulfilling its role in the event of an incident at a school.*

## Pilot Program for Statewide School Mapping Software

The SSU previously utilized a pilot program, identified as Geographic Information Systems (GIS) Mapping Software, to develop detailed mapping of public schools in West Virginia, consisting of virtual views of building access points and room locations; thereby, assisting law enforcement in fulfilling its role in the event of an incident at a school. This program was designed to be a standardized, state-wide system meant to be compatible with all systems within all public schools and any participating private schools. During the 2025 regular session of the Legislature, HB 3166 passed, becoming effective July 11, 2025. The bill requires each county board of education to create standardized school safety mapping data that are accessible to city, county, state and federal public safety agencies that would provide emergency services at schools. As such, the SSU's pilot program is no longer in effect. A view of the GIS Mapping Software can be seen in Figure 2 of the SSU Command Center.

The Division also subscribes to the See Something Send Something application at an annual cost of \$100,000. The application allows individuals to submit detailed information regarding incidents or potential school threats to the SSU. The SSU can then dispatch relevant information to local law enforcement or School Resource Officers.

**Figure 2**  
**SSU Command Center**



*The bill requires each county board of education to create standardized school safety mapping data that are accessible to city, county, state and federal public safety agencies that would provide emergency services at schools. As such, the SSU's pilot program is no longer in effect.*

## **The Future Funding of the School Safety Unit Program Is Uncertain**

PERD finds that DPS fulfills the school safety mandate codified in W. Va. Code §15-2D-3(b) and §15-2D-3(e)(2). Initially, in 2022, former Governor Jim Justice ordered a grant to be used to fund the SSU. The WVDE awarded a state grant of \$2 million to the Division to provide funding from June 28, 2022, to June 30, 2024. An additional state grant for school safety of \$2 million has been awarded by the WVDE for January 1, 2025, through June 30, 2027, which currently funds the SSU. However, once the current grant runs out, no future funding has been identified. Therefore, future funding of this program is uncertain. If grant funds from the WVDE are discontinued, then DPS would be responsible financially for the program. **Therefore, PERD recommends the Legislature in conjunction with the Department of Homeland Security and the Division of Protective Services consider ways to continue funding for**

*An additional state grant for school safety of \$2 million has been awarded by the WVDE for January 1, 2025, through June 30, 2027, which currently funds the SSU. However, once the current grant runs out, no future funding has been identified.*

**the School Safety Unit and how best to continue operations into the future based on available future funding identified.**

## **Conclusion**

DPS's School Safety Unit conducts physical inspections of schools statewide, issues recommendations to appropriate county school officials, and provides a range of school safety services across the state. Therefore, PERD finds the unit effectively complies with W. Va. Code § 15-2D-3(b) and §15-2D-3(e)(2). However, the unit is currently funded by a \$2 million grant from the West Virginia Department of Education, which is set to expire on June 30, 2027. Establishing a dedicated and recurring funding source would help ensure the unit's continued effective operations.

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*If grant funds from the WVDE are discontinued, then DPS would be responsible financially for the program.*

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## **Recommendation**

4. *PERD recommends the Legislature in conjunction with the Department of Homeland Security and the Division of Protective Services consider ways to continue funding for the School Safety Unit and how best to continue operations into the future based on available future funding identified.*

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*Establishing a dedicated and recurring funding source would help ensure the unit's continued effective operations.*

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## ISSUE 4

### **The Division's Website Partially Complies with Statutorily Required Content and Could Contain Additional Features Enhancing User-Friendliness**

#### **Issue Summary**

For several years, there has been a trend at every level of government to develop government websites that promote transparency and user-friendliness, foster public trust in government operations, and better communicate and engage with constituents. There are a host of website features that are widely used to improve communication with agency constituents and to enhance transparency of an agency's operations. The West Virginia Legislature has also acknowledged the importance of using websites to communicate with constituents by statutorily requiring that each state agency maintain a website that contains specific information. PERD finds that the Division's website contains half the items of information specified by state statute, and other user-friendly and transparency features that are frequently used in government websites would enhance the website's benefit to the public.

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*PERD finds that the Division's website contains half the items of information specified by state statute, and other user-friendly and transparency features that are frequently used in government websites would enhance the website's benefit to the public.*

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#### **Some Website Features Are Needed to Improve the Division's Compliance with Statutorily Required Information**

During the 2020 regular legislative session, the West Virginia Legislature passed Senate Bill (SB) 175. The bill was enacted into law and created a new section of code, W. Va. Code §5F-1-7, that requires each state agency to maintain a website that has specific standard information by December 31, 2020. SB 175 also requires county commissions and authorizes municipalities to maintain a website by the end of 2020 that contains specific information, including the names and contact information for elected officials, ordinances, dates of meetings, and meeting minutes.

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*During the 2020 regular legislative session, the West Virginia Legislature passed Senate Bill (SB) 175. The bill was enacted into law and created a new section of code, W. Va. Code §5F-1-7, that requires each state agency to maintain a website that has specific standard information by December 31, 2020.*

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Table 2 shows the statutorily required information for state agency websites and what information is available on the Division's website. As can be seen, the Division's website contains half of the mandated content. The required items of information are important in enhancing public access to the agency and providing an understanding of the agency's operation and decisions.

**Table 2**  
**Division of Protective Services**  
**Statutorily Required Standard Website Content**

Required Content	Yes	No	N/A
Office location	X		
Mailing address	X		
Telephone number	X		
Facsimile number	X		
Office hours	X		
Secure electronic contact portal		X	
Contact information of each administrative agency official		X	
Organizational chart		X	
List of statutes and legislative and procedural rules		X	
Meeting minutes			X
Annual reports			X
Frequently Asked Questions (FAQ) and descriptive answers	X		
<i>Source: PERD's review of the Division of Protective Services' website as of June 13, 2025, compared to W.Va. Code §5F-1-7.</i>			

When applicable, W. Va. Code §5F-1-7 also requires state agencies that make available grant opportunities to include on their websites:

- grant and application information,
- grant eligibility requirements, and
- award ranges and award deadlines.

Additionally, state agencies that award grants in an amount greater than \$20,000 must list the following information on their websites concerning those grants:

- the name and address of the grantee's organization,
- the purpose of the award,
- the amount of the award,
- the effective date and duration of the award, and
- any financial and performance reports that are required by the State of West Virginia.

These items of information are not applicable to the Division's website because it does not administer grants.



## Conclusion

The website information required by W. Va. Code §5F-1-7 represents standard content. However, additional website features have been used in government websites to enhance user-friendliness and transparency. PERD finds that the Division's website is easy to navigate, as every page links to the homepage, it has a site map, and it has a search box on every page. Other features that can enhance user-friendliness include foreign language accessibility and site functionality in which a person can adjust the font size and resize text without distorting the site's graphics or texts. The Division's website also contains some of the important transparency features as required by W. Va. Code §5F-1-7. Other transparency features that are used in government websites that the Division can consider are information on how to submit a Freedom of Information Act (FOIA) request, ideally with an online submission form; a biography the administrators' professional qualifications and experience; performance measures, goals, and outcomes; and update status on each page indicating the last time the page was updated.

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*PERD finds that the Division's website is easy to navigate, as every page links to the homepage, it has a site map, and it has a search box on every page.*

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## Recommendations

5. *The Division of Protective Services should provide additional website features as required by West Virginia Code §5F-1-7.*
6. *The Division of Protective Services should consider adding any user-friendly or transparency elements that it determines would further enhance its website.*



# Appendix A

## Transmittal Letter

### WEST VIRGINIA LEGISLATURE

*Performance Evaluation and Research Division*

1900 Kanawha Blvd. East  
Building 1, Room W-314  
Charleston, WV 25305-0610  
(304) 347-4890



John Sylvia  
Director

October 30, 2025

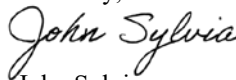
Kevin J. Foreman, Director  
State Capitol Complex, Room 152-A  
1900 Kanawha Boulevard, East  
Charleston, WV 25305

Dear Director Foreman:

This is to transmit a draft copy of the Agency Review of the Division of Protective Services. This report is tentatively scheduled to be presented to the Joint Committee on Government Organization during the December 7-9, 2025, interim meetings. We will inform you of the exact time and location once the information becomes available. It is expected that a representative from your agency be present at the meeting to answer any questions committee members may have during or after the meeting.

We need to schedule an exit conference to discuss any concerns you may have with the report. We would like to meet on a day from Monday, November 10, 2025, to Friday, November 14, 2025. Please contact us to schedule a time. In addition, we will need your written response by noon on Thursday, November 13, 2025, for it to be included in the final report. If your agency intends to distribute additional material to committee members at the meeting, please contact the House Government Organization staff at 304-340-3192 by Thursday, December 4, 2025, to make arrangements.

We request that your personnel not disclose the report to anyone unaffiliated with your agency. However, the Performance Evaluation and Research Division advises that you inform any non-state government entity of the content of this report if that entity is unfavorably described, and request that it not disclose the content of the report to anyone unaffiliated with its organization. Thank you for your cooperation.

Sincerely,  
  
John Sylvia

Enclosure

c: Douglas P. Buffington II, Acting Cabinet Secretary  
Department of Homeland Security



## Appendix B

# Objectives, Scope and Methodology

The Performance Evaluation and Research Division (PERD) within the Office of the Legislative Auditor conducted this Agency Review of the Division of Protective Services (DPS) as authorized by the West Virginia Performance Review Act, West Virginia Code (W. Va. Code) §4-10-7. The primary purpose of the DPS, as established in W. Va. Code §15-2D *et seq.*, is to provide safety and security at the Capitol Complex and other state facilities.

### Objectives

The review objectives are to determine if there is a continuing need for the DPS, how effective is the DPS adhering to its duties in W. Va. Code §15-2D, how effective is DPS carrying out the duties prescribed in W. Va. Code §15-2D-3(b) and W. Va. Code §15-2D-3(e)(2) in relation to the School Safety Unit (SSU). In addition, the Board's website will be assessed against the statutory requirements for state websites under West Virginia Code §5F-1-7 and other website features that can enhance user-friendliness and transparency.

### Scope

The scope of this review consists of DPS policy and procedures, documents that discuss the safety and any vulnerabilities of the State's facilities, and status reports delivered to the President of the Senate and the Speaker of the House of Delegates. PERD reviewed DPS's compliance with its statutory responsibilities in W. Va. Code §15-2D in addition to documents related to the School Safety Unit, recommendations, and inspections for schools; however, PERD did not visit any schools. PERD also reviewed DPS staff data from the State's central financial system, Our Advanced Solution with Integrated Systems (OASIS). In addition, key features of the DPS's website were examined against statutory requirements. The review covers the five-year span from FY 2020 to FY 2024; however, some information, such as the number of law enforcement officers hired by the Division, dates back further and extends into FY 2025 to give a better picture of the agency's hiring practices and workforce composition.

### Methodology

PERD gathered and analyzed several sources of information and conducted audit procedures to assess the sufficiency and appropriateness of the information used as audit evidence. The information gathered and audit procedures are described below.

Testimonial evidence was gathered for this review through interviews with DPS staff to gain an understanding of the agency's policies, procedures, and internal controls. Testimonial evidence was confirmed by written statements and in some cases by corroborating evidence.

To determine the continued need for the DPS, PERD had to evaluate whether the need for safety and security at the West Virginia State Capitol Complex and other state facilities still exists and if safety and security at these sites is an ongoing concern. To achieve this objective, PERD examined documents it obtained

and were made available by the DPS that discussed safety and any vulnerabilities at various state facilities, including the State Capitol Complex. Moreover, the DPS is required to provide status reports to the President of the West Virginia Senate and the Speaker of the House of Delegates. These documents provided evidence of ongoing safety and security concerns that indicate the continued need for the DPS.

To determine the effectiveness of the DPS, PERD analyzed W. Va. Code §15-2D that specifies responsibilities the DPS must perform to carry out its statutory mandate. PERD obtained testimonial evidence to confirm that each section of W. Va. Code §15-2D was being adhered to and obtained documentation to corroborate the testimony. Corroborating evidence included: the Code of State Rules, Title 99, Series 2; monthly status reports; the Division of Justice and Community Services, Law Enforcement Subcommittee testimony; OASIS workforce data; officers' recorded oaths; and service weapon transfers. Due to security concerns, PERD reviewed and attested to the existence of security plans and employment eligibility and background checks for service provider employees. PERD did not determine the efficacy of the plans or background checks, but instead only focused on confirming they were conducted during the period of the audit's scope. Taken together, this review process allowed for sufficient and appropriate evidence to determine the extent of DPS's compliance. PERD found DPS to be compliant with W. Va. Code §15-2D.

The Division's SSU was evaluated using the requirements found in W. Va. Code §15-2D-3(b) and §15-2D-3(e)(2). PERD reviewed recommendations made by the School Safety Unit and reviewed monthly status reports for the period of the audit's scope to determine the extent of SSU's effectiveness. PERD visited the SSU "control room" and created physical documentation in the form of photographs to document some of the operations of the SSU. While PERD found the SSU effective, PERD also noted that the unit is being funded by a state grant and noted that the grant will run out in 2027. PERD concluded this was concerning as a finite funding source has the potential to end, while West Virginia Code mandates SSU's continued performance.

The Division's website was evaluated for compliance with W. Va. Code §5F-1-7, which lists several transparency features. PERD confirmed the agency's compliance with these requirements through examination of the website as of a certain date during the audit. PERD also examined the DPS's website for certain user-friendly features. The criteria used for this examination was derived through a literature review of government website studies, reviewed top-ranked government websites, and reviewed the work of groups that rate government websites to establish a master list of essential website elements. The Brookings Institute's "2008 State and Federal E-Government in the United States" and the Rutgers University's 2008 "U.S. States E-Governance Survey (2008): An Assessment of State Websites" helped identify the top ranked states regarding e-government. PERD identified three states (Indiana, Maine and Massachusetts) that were ranked in the top 10 in both studies, and reviewed all 3 states' main portals for trends and common elements in transparency and user-friendliness. PERD also reviewed a 2010 report from the West Virginia Center on Budget and Policy that was useful in identifying a group of core elements from the master list that should be considered for state websites to increase their transparency and e-governance. It is understood that not every item listed in the master list is to be found in a department or agency website because some of the technology may not be practical or useful for some state agencies. Therefore, PERD compared the DPS's website to the established criteria for user-friendliness and transparency so that the DPS can determine if it is progressing in step with the e-government movement and if improvements to its website should be made.

The Office of the Legislative Auditor reviews the statewide single audit and the Division of Highways financial audit annually regarding any issues related to OASIS. The Legislative Auditor's staff request and review on a quarterly basis any external or internal audit of OASIS. In addition, through its numerous audits, the Office of the Legislative Auditor continuously tests the OASIS financial information. Also, at the start of each audit, PERD asks audited agencies if they have encountered any issues of accuracy with OASIS data. Based on these actions, along with the audit tests conducted on audited agencies, it is our professional judgement that the information in OASIS is reasonably accurate for auditing purposes under the 2018 Government Auditing Standards (Yellow Book). However, in no manner should this statement be construed as a statement that 100 percent of the information in OASIS is accurate.

PERD conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.





## Appendix C

### Agency Response

DEPARTMENT OF HOMELAND SECURITY  
**DIVISION OF PROTECTIVE SERVICES**  
**CAPITOL POLICE**  
Building 1, Room 152-A  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305  
Telephone: 304-558-9911  
Fax: 304-558-5604  
KEVIN J. FOREMAN, DIRECTOR

December 12, 2025

John Sylvia, Director  
West Virginia Legislature  
Performance Evaluation and Research Division  
1900 Kanawha Boulevard East  
Building 1, Room W-314  
Charleston, West Virginia 25305

Dear Director Sylvia:

This correspondence is provided in response to the transmittal document dated October 30, 2025, regarding the review of the Division of Protective Services (DPS). I appreciate the review of the division and the interaction that has occurred between the Performance Evaluation and Research Division Analysts and DPS. I plan to be present when the report is presented to the Joint Committee on Government Organization during the January Interim Meetings, and available to answer any questions of the committee. I do not plan to distribute additional material to committee members at the meeting.

I will keep my response brief regarding the report, but I want to mention five areas that were discussed in the report, which may need further explanation.

#### **Issue 2: The Department of Homeland Security and the Division of Protective service Have Identified and Continue to Address Security Vulnerabilities for State Facilities and Employees**

DPS has been engaged in projects aimed at enhancing physical security at the State Capitol Complex. In 2012, the Division of Protective Services along with the General Services Division initiated a plan to enhance the security and safety of the perimeter of the Capitol Complex, resulting in a five-phase plan. Two of those phases were initiated by 2015 and are now completed. Additionally, during this administration, DPS has completed multiple security improvements, including CCTV upgrades in three locations as well as replacement of the security bollards on the main walkway, among other projects. DPS is currently evaluating options to enhance security at the Capitol Complex, including future federal appropriations and available grant funding opportunities.

Additionally, DHS and DPS acknowledge there is a need for state agencies and departments to develop, maintain, or update physical security plans for facilities, business continuity plans, and emergency management plans, which could be submitted and reviewed by the West Virginia Department of Homeland

Security regularly to ensure such plans are documented and implemented. DHS and DPS could also advise and assist state agencies and departments in developing a statewide risk-management strategy program for their respective agency or department.

This administration is actively working with the National Governors Association and other states to determine best practices and to look at what has previously been successful and what has not. DPS in conjunction with DHS will continue to work to acquire information to determine best practices to assist and advise agencies and departments.

### **Issue 3: The School Safety Unit is Carrying Out Its Duties, but Future Funding Is Uncertain**

**Future Funding of the School Safety Unit:** As mentioned in the report, the West Virginia Department of Education has provided a state grant to fund the school safety unit since its inception in 2022. The initial grant that was received in August 2022 was for \$ 2,000,000, which allowed for the establishment of the unit and hiring of personnel. The latest grant mentioned awarded the division an additional \$2,000,000 but extended the length of the grant to 2.5 years from the original 2 years. It requires approximately \$1,000,000 annually to fund the unit. Although the current funding will not allow the SSU to operate and employ the existing SSU personnel through June 30, 2027, which is the obligation period of the grant, the Division has received information from the Department of Education that they will continue to fund the SSU through FY 2027 and a grant application for that appropriation has been received.

#### **Pilot Program for Statewide School Mapping Software**

As mentioned during the entrance conference on April 2, 2025, the division was involved with a pilot project identified as Geographic Information Systems (GIS), which included mapping software that could be utilized to initiate mapping of public schools in West Virginia. However, during the regular legislative session House Bill 3166 was passed which provided a minimum standard for mapping of schools, which did not include GIS mapping. The version passed by the legislature was somewhat different from the pilot program the SSU was utilizing. Therefore, the SSU terminated their GIS school mapping project and is assisting with implementation of HB 3166.

### **Issue 4: The Divisions Website Partially Complies with Statutorily required Content and Could Contain Additional Features Enhancing User-Friendliness**

As noted in the report, PERD identified that the Division's website did not contain all statutorily required information as listed in *W. Va. Code* §5F-1-7. However, the division has addressed three of the four mandated items and is working to correct the remaining deficient item. The required items that have been corrected are contact information of each administrative agency official, organizational chart, and a list of division statutes and legislative and procedural rules.

Respectfully,



Kevin J. Foreman  
Director

## Appendix I

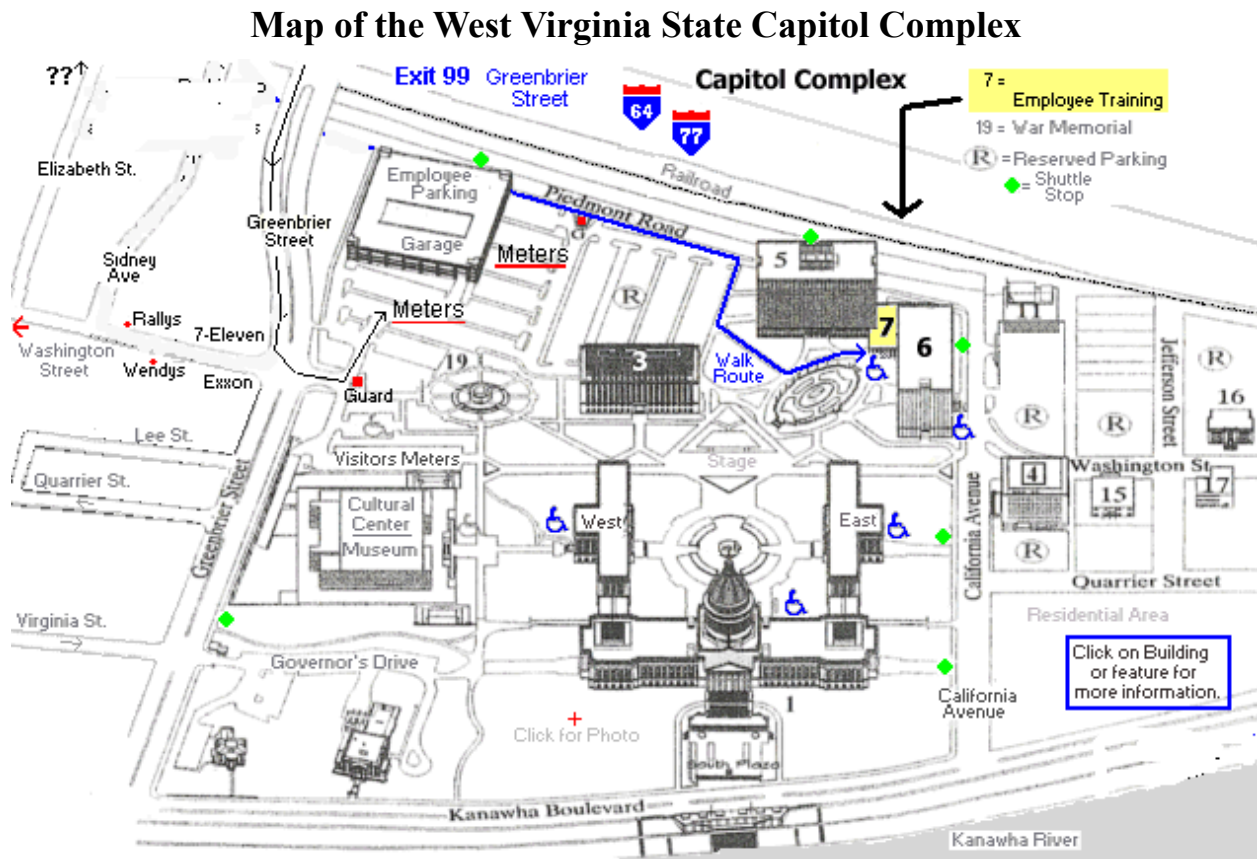
### Annual Breakdown of Incident Categories

Annual Breakdown of Incident Categories				
FY 2020 – 2024				
Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
Assault	Assault	Assault	Assault	Assault
Auditor's Alarm	Auditor's Alarm	Auditor's Alarm	Auditor's Alarm	Auditor's Alarm
Bomb Threat	Bomb Threat	Bomb Threat	Bomb Threat	Bomb Threat
Breaking & Entering	Breaking & Entering	Breaking & Entering	Breaking & Entering	Breaking & Entering
Duress/Fire Alarms	Duress/Fire Alarms	Duress/Fire Alarms	Duress/Fire Alarms	Duress/Fire Alarms
Elevator Entrapment	Elevator Entrapment	Elevator Entrapment	Elevator Entrapment	Elevator Entrapment
Escort	Escort	Escort	Escort	Escort
General Service Division Calls	General Service Division Calls	General Service Division Calls	General Service Division Calls	General Service Division Calls
Loitering	Loitering	Loitering	Loitering	Loitering
Medical Emergency/ Injury	Medical Emergency/ Injury	Medical Emergency/ Injury	Medical Emergency/ Injury	Medical Emergency
Other	Other	Other	Other	Property Damage/ Vandalism
Property Damage/ Vandalism	Property Damage/ Vandalism	Property Damage/ Vandalism	Property Damage/ Vandalism	Suspicious Behavior/ Person
Suspicious Behavior/ Person	Suspicious Behavior/ Person	Suspicious Behavior/ Person	Suspicious Behavior/ Person	Theft
Theft	Theft	Theft	Theft	Trespassing
Trespassing	Trespassing	Trespassing	Trespassing	Unsecured Doors
Unsecured Door	Unsecured Door	Unsecured Door	Unsecured Door	Verbal Assault
Verbal Assault	Verbal Assault	Verbal Assault	Verbal Assault	
<b>Total Incidents: 9,908</b>	<b>Total Incidents: 10,205</b>	<b>Total Incidents: 4,421</b>	<b>Total Incidents: 2,865</b>	<b>Total Incidents: 5,994</b>
Source: Publicly Available Status Reports and Reports Submitted to the Speaker of the House of Delegates and the President of the Senate.				
Note: This breakdown does not include activities of the School Safety Unit.				



## Appendix II

### Map of the West Virginia State Capitol Complex





## Appendix III

## Total Allocated Positions for DPS Filled and Vacant Positions FY 2016 to 2025

Total Allocated Positions for DPS Filled and Vacant Positions FY 2016 to 2025										
Calendar Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Total Allocated Positions</b>	49	49	55	54	56	56	54	59	62	64
<b>Filled Positions</b>	46	47	46	46	47	47	49	53	54	55
<b>Vacant Positions</b>	3	2	9	8	9	9	5	6	8	9
<b>Employed Officers</b>	26	28	26	25	24	23	28	30	33	33
<b>Vacant Officer Positions</b>	2	1	6	7	8	9	3	4	5	5
<b>Employed Police Telecommunicators</b>	10	8	9	9	10	10	9	10	10	10
<b>Vacant Police Telecommunicators Positions</b>	0	1	0	0	0	0	1	0	0	0
<b>Other Employed Positions</b>	10	11	12	12	13	14	12	13	11	12
<b>Other Vacant Positions</b>	1	0	3	1	1	0	1	2	3	4
Source: <i>West Virginia Our Advanced Solution with Integrated Systems (OASIS) report WV-HRP-CC-003; PERD calculations.</i>										







WEST VIRGINIA OFFICE OF THE LEGISLATIVE AUDITOR

## PERFORMANCE EVALUATION & RESEARCH DIVISION

Building 1, Room W-314, State Capitol Complex, Charleston, West Virginia 25305

telephone: 1-304-347-4890 | [www.wvlegislature.gov/Joint/perd.cfm](http://www.wvlegislature.gov/Joint/perd.cfm) | fax: 1-304-347-4939