

VIRGINIA LAW ENFORCEMENT RECORDS MANAGEMENT SYMPOSIUM

May 7–8, 2026

8:30am– 4pm each day

York-Poquoson Sheriff's Office

159 Goodwin Neck Road

Yorktown, VA 23692





VIRGINIA LAW ENFORCEMENT RECORDS MANAGEMENT SYMPOSIUM

AGENDA

DAY 1

TIME	TOPIC
0830-0900	Introductions
0900-1000	Virginia Freedom of Information Act (FOIA)
1000-1015	Break
1015-1100	Virginia Freedom of Information Act (FOIA) continued
1100-1110	Break
1110-1200	Establishing a Records Inventory – Why it's important, what it is, how to establish
1200-1300	Lunch
1300-1400	Sealing & Expunging Records
1400-1410	Break
1410-1600	Quality Control: Ensuring NIBRS Accuracy

DAY 2

TIME	TOPIC
0800-0900	Statutory Exceptions and BWC Video – Release requirements, privacy concerns, etc.
0900-0910	Break
0910-1000	BWC Examples – Redactions, group discussion
1000-1010	Break
1010-1130	Open Forum
1130-1230	Lunch
1230-1330	Going Paperless/Digital Imaging/Managing Electronic Records
1330-1340	Break
1340-1500	The Way We've Always Done Things - Changing Culture in Records Management?



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MEET YOUR HOSTS:



ED CLAUGHTON

President, PRI

Lt. Edward Claughton (ret.) a 20-year law enforcement veteran, founded PRI after recognizing the need for expert training and consulting services in this field of law enforcement. He believed that true expertise must come from those who have done the job and who have a sincere interest in serving the profession with the utmost level of integrity and passion.

In addition to serving as CEO of PRI, Ed is a criminal justice records and IT management consultant with deep expertise in public records compliance, justice information management systems, case management and crime reporting. Ed specializes in bringing about organizational improvement, reporting accuracy and public records compliance through the effective management of information and the procurement, implementation and management of new public safety technologies. Ed holds a Masters in Criminal Justice degree from Boston University, and a Certificate in Public Records from Florida State University.



BRIAN CASH

PRI

Brian is a subject matter expert in public records, NIBRS and evidence management, and presents PRI training programs across the U.S. He is a retired veteran of law enforcement with over 27 years of service. Brian began his law enforcement career at Leesburg Police Department in 1992 as a sworn officer. After 21 years of sworn service, Brian retired and moved to Support Services where he managed both the Record Section and the Property & Evidence Section. He holds a Bachelor's in Criminal Justice from Troy University.