

Charlottesville Sheriff's Office

315 E. High Street, Charlottesville, VA

Telephone Number: (434) 970-3777



Vision and Values:

The Sheriff's Office is committed to providing the best possible service, in a timely manner, while being fair to all citizens, employees, and management.

The Sheriff is to make the best use of his various talents, while at the same time maintaining an environment that encourages others to show their initiative and pursue their interests. Everyone is important.

The Sheriff will respect the diversity and worth of every individual, and will cultivate trust in our organization by delivering our services with honesty and accountability.

Organizational Chart

The organization consists of 13 total employees: 10 full-time and 1 part-time Deputies; 1 Executive Assistant and our Reserve Deputies.

Sheriff - James E. Brown, III
Captain – William Marshall (Office)
Sergeant – David Jackson (Circuit Court)
Corporal – Derek L. Duncan (General District Court)
Executive Assistant – Kara Thomas
Alphonso Anderson
Jennifer Ayers
Jon-Michael Breeden
Timothy Duncan
Mark Gillispie
Shawn Mays
De'quan Neal
Edithia Rovier

Civil Process

Citizens often ask: “What is the difference between the Police Department and the Sheriff’s Office?”

Answer: The Police Department handles criminal and traffic law and the Sheriff’s Office handles civil law.

Commonwealth of Virginia Duties

The state regulated mandates are our primary goal:

- Courthouse and Courtroom Security
- Inmate Transportation for Court
- Serving Civil Documents

Other Duties:

1. Extraditions of inmates from other states
2. Transfer of mental patients
3. Evictions
4. Levies
5. Jury duty orientation
6. Lobby duty/ security station
7. Trespass notices
8. Unclaimed bodies
9. Concealed handgun permits
10. Staff training/updates

2022 Statistics

- 1.) Civil Papers/Subpoenas Processed – 39,245
- 2.) Inmate Transports – 257 local, 119 non-local
- 3.) Mental Patient Transports – 10 local, 178 non-local
- 4.) Jury Summonses – 1,817
- 5.) Visitors Screened – 34,585
- 6.) Unclaimed Bodies - 18

Additional Responsibilities of the Sheriff:

1. Jail Board/PVCC/Police Academy/Sheriff Association meetings
2. State and City budget (around \$1.5M)
3. Citizen complaints
4. Weddings (local and state)
5. Requests for speaking engagements (local and regional)
6. Special programs/activities: TRIAD; Safe Kids USA; Fight Crime: Invest in Kids; R.A.D. (Women's Self-Defense); Emergency Preparedness

Present Challenges:

- Courthouse/Courtroom security assignment.
- Space for staff

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Thank you and have a good day!