



MEMORANDUM

Office of the Sheriff
County of Roanoke, Virginia

TO: Roanoke Bar Association
Roanoke County/Salem Bar Association
Probation and Parole
Juvenile Court Services
Roanoke County Social Services
Division of Child Support Enforcement
Court Community Corrections
Roanoke County Schools
Roanoke County Courthouse Employees

FROM: Gerald S. Holt, Sheriff *CKZ for GSH*

DATE: October 30, 2009

SUBJECT: New Courthouse Security Checkpoint Policy

One of the primary functions of the Roanoke County Sheriff's Office is to maintain safety and security for all persons utilizing the Roanoke County Courthouse. In order to further the accomplishment of this task, and to make our policies more consistent with other courthouses in the Roanoke Valley, effective December 1, 2009, **all** persons passing through the security checkpoints at each entrance of the courthouse, with the exception of law enforcement officers on official business, will be screened for weapons. This will include citizens, members of the Bar, Probation and Parole, Juvenile Court Services, Social Services, DCSE, Court Community Corrections, school employees, courthouse employees and any other persons having business within the courthouse. As mandated by the Circuit Court Order of July 1, 2002, no weapons of any type will be allowed into the courthouse by anyone other than law enforcement officers on official business. In addition, any person who brings an item into the courthouse, which is not illegal, but could readily be used as a weapon, will be asked to return the item to their vehicle.

The Sheriff's Office appreciates your cooperation in helping to make the Roanoke County Courthouse a safer and more secure facility for all persons who utilize it.