

**UNITED STATES COURTS  
EASTERN DISTRICT OF VIRGINIA**

**TO:** Mark S. Davis, Chief United States District Judge  
Frank J. Santoro, Chief United States Bankruptcy Judge

**FROM:** Paul Arnett, Chief Probation Officer  
Fernando Galindo, District Clerk of Court  
William C. Redden, Bankruptcy Clerk of Court

**DATE:** October 28, 2024

**SUBJECT:** Designee Recommendations for Primary and Alternate EDR Coordinators Pursuant to Employment Dispute Resolution Plan of the United States District Court for the Eastern District of Virginia, § VI. Court and Employing Office Obligations, Paragraph B. EDR Coordinators: Respectfully Submitted

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As provided for in § VI.B. of the Eastern District of Virginia Employment Dispute Resolution ("EDR") Plan<sup>1</sup>, the undersigned Eastern District of Virginia court unit executives respectfully recommend, for your Honors' respective review and consideration for approval, the below-nominated primary and alternate EDR Coordinator designees<sup>2</sup>:

1. The Chief Probation Officer respectfully recommends for the Probation-Pretrial Services Office:

**Primary EDR Coordinator:** Valencia G. Valentine, Bankruptcy Human Resources Officer.  
**Alternate EDR Coordinator:** Danae Rodriguez, Probation Human Resources Specialist.

2. The District Clerk of Court respectfully recommends for the District Court:

**Primary EDR Coordinator:** Valencia G. Valentine, Bankruptcy Human Resources Officer  
**Alternate EDR Coordinator:** Danae Rodriguez, Probation Human Resources Specialist.

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<sup>1</sup> Section VI.B. of the Eastern District of Virginia EDR Plan, states:

**B. EDR Coordinators.** The Chief Judge will designate both a primary EDR Coordinator and at least one alternate EDR Coordinator for the Court. The Court may use an EDR Coordinator from another Court, or may use the Circuit Director of Workplace Relations as an alternate EDR Coordinator, if necessary, with the approval of the appropriate Chief Judge and agreement of the Circuit Director of Workplace Relations. An Employee may choose the EDR Coordinator with whom he or she wishes to seek Informal Advice, request Assisted Resolution, or file a Complaint under the EDR Plan.

An EDR Coordinator must be an Employee who is not a Unit Executive. A Judge may not be an EDR Coordinator. All EDR Coordinators must be trained and certified as set forth in the EDR Interpretive Guide and Handbook.

<sup>2</sup> The District and Probation/Pretrial offices will merge their Human Resources divisions effective January 1, 2025, and operate with a Consolidated Human Resources Department that supports chambers as well. On that date, Ms. Rodriguez will become the designated Director of Human Resources for the Consolidated Human Resources Department.

3. The Bankruptcy Clerk of Court respectfully recommends for the Bankruptcy Court:

**Primary EDR Coordinator:** Danae Rodriguez, Probation Human Resources Specialist.

**Alternate EDR Coordinator:** Valencia G. Valentine, Bankruptcy Human Resources Officer.

In support of these jointly-made recommendations, the recommended court employees are well experienced in performing Human Resources and EDR Coordinator duties. They also are well suited to receive and meet the required training and certification requirements set forth in the EDR Plan.

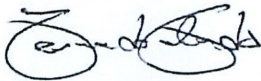
If approved, the recommended EDR Coordinator designations shall take effect January 1, 2025.

We respectfully ask for this:

Paul T. Arnett Digitally signed by Paul T. Arnett  
Date: 2024.10.28 11:57:00 -04'00'

Date: \_\_\_\_\_

Paul Arnett  
Chief Probation Officer



Date: 10/28/2024

Fernando Galindo  
District Clerk of Court

william c redden Digitally signed by william c  
red den  
Date: 2024.10.28 11:50:26 -04'00'

Date: \_\_\_\_\_

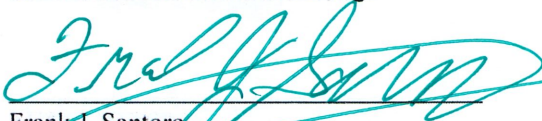
William C. Redden  
Bankruptcy Clerk of Court

APPROVED:



Date: 10/28/24

Mark S. Davis  
Chief United States District Judge



Date: 10/29/2024

Frank J. Santoro  
Chief United States Bankruptcy Judge