

**Meeting Summary
North Carolina Criminal Justice
Planning and Standards Committee
August 25, 2011**

The Planning and Standards Committee of the NC Criminal Justice Education and Training Standards Commission met in Room 229 in the Department of Corrections (DOC) Office of Staff Development and Training in Apex, on August 25, 2011 at 1:00 p.m.

Members Present

Commissioner Stephanie Freeman, Chair
Commissioner Scott Cunningham

Staff Present

Teresa Marrella, CJ Standards Division
Dawn Suffel, CJ Standards Division

Guests Present

Julia Lohman, Sheriffs' Standards Division

Chairperson Stephanie Freeman called the meeting to order and welcomed those present. Due to hurricane Irene, a quorum was not met. The following items were discussed.

Approval of May 19, 2001 meeting minutes is postponed until the November meeting.

Chairperson Freeman advised those present that the Forms Subcommittee (a joint committee made up of members from both CJ and Sheriffs' Commissions and respective staff) met on August 15, 2011 to discuss changes to Form F-5B(LE) Report of Law Enforcement Separation. At that meeting, participants discussed concerns regarding language on the form.

The Subcommittee evaluated forms from other states and noted that other states have provisions in their general statues that require full disclosure or absolute completion of the separation form. A draft form was developed for the August P&S meeting, including additional categories under "Reason for Separation," and clarification concerning investigation issues.

The Subcommittee will recommend to the P&S Committee that the form be signed and notarized as well as requiring a full background check on all lateral transfers. The Subcommittee plans to meet again in November, 2011.

Ms. Teresa Marrella reported on changes to the rulemaking procedure. She said that new legislation now requires the Commission to approve all fiscal notes for rules and also requires that proposed rules along with fiscal notes be posted on the Commission website prior to a rulemaking hearing.

The next scheduled meeting of the Planning & Standards Committee will be on Thursday, November 17, 2011 at 1:00 at the Department of Correction OSDT in Apex.