MINUTES

North Carolina Criminal Justice Education and Training Standards Commission

Planning & Standards Committee August 22, 2013

The Planning & Standards (P&S) Committee of the North Carolina Criminal Justice Education and Training Standards Commission met at the Wake Technical Community College, Public Safety Center on August 22, 2013 at 9:00 am.

Committee Members Present

Commissioner Stephanie Freeman, Chairperson Commissioner Trey Robison Commissioner Allen Smith Commissioner Scott Cunningham Commissioner Bill Grey Commissioner Charles Johnson

Guests Present

Julia Lohman, Sheriffs' Standards Division

Staff Present

Trevor Allen, CJ Standards Division Dawn Suffel, CJ Standards Division

Call to Order

Chairperson Stephanie Freeman called the meeting to order and declared a quorum.

Approval of the May 22, 2013 Meeting Minutes

Motion to approve was made by Commissioner Allen Smith and **seconded** by Commissioner Trey Robison. **Motion carried** unanimously.

Review/Approval of Personal History Statement Form F-3(LE)

Chairperson Freeman reviewed that form changes to date have been approved by the Committee. In summary, changes include improvement in - 1) language consistency with the F-3 used by Sheriffs Standards,

- 2) clarification concerning intent of the form, 3) questions maintaining compliance with ADA standards, and
- 4) language addressing expunged charges pursuant to NC statute.

Motion to move forward and present form for approval by the full commission was made by Commissioner Scott Cunningham and **seconded** by Commissioner Allen Smith. **Motion carried** unanimously.

Review of DPS Form (Personnel Action Request)

Chairperson Freeman reviewed that the Planning & Standards Committee had previously approved change to the personnel ID field. The Committee is waiting to receive revision from DPS.

Updated Officer Recruitment/Retention Study

Chairperson Freeman reviewed prior data compiled concerning recruitment and retention. Because data is several years old, discussions led the Committee to agree to revisit the study by probing law enforcement officers as well as correctional officers concerning matters such as salary, benefits and recognition. A study plan will be prepared for the November Committee meeting.

Date of Next Meeting

The next scheduled meeting of the Planning & Standards Committee will be on November 21, 2013 at the Wake Technical Community College, Public Safety Center.

Other Business

Motion to nominate Commissioner Stephanie Freeman as returning Committee Chair was made by Commissioner Scott Cunningham and **seconded** by Commissioner Charles Johnson. **Motion carried** unanimously.

Motion to Adjourn

Motion to adjourn was made by Commissioner Scott Cunningham and **seconded** by Commissioner Allen Smith. **Motion carried** unanimously.