

MINUTES
OF
THE NORTH CAROLINA SHERIFFS'
EDUCATION AND TRAINING STANDARDS COMMISSION

DATE: March 15, 2019

TIME: 8:30 A.M.

SUBMITTED BY: Diane Konopka, Director Sheriffs' Standards Division

I. CALL TO ORDER

Vice Chairman Sheriff Dwayne Goodwin

The North Carolina Sheriffs' Education and Training Standards Commission meeting was called to order by Vice Chairman Goodwin on Friday, March 15th at 8:30 A.M. The Sheriffs' Commission Meeting was held at the Wake Technical Community College Public Safety Education Center, 321 Chapanoke Rd., Raleigh, NC.

Vice Chairman Goodwin requested a roll call of Commission members. Judy Marchetti recorded the following:

MEMBERS PRESENT

Sheriff Dwayne Goodwin
Sheriff Jack Smith
Sheriff Landric Reid
Sheriff John Ingram
Sheriff Ed McMahan
Sheriff Ricky Oliver
Sheriff Alan Jones
Sheriff David Mahoney
Sheriff Terry Johnson
Sheriff Doug Doughtie
Mr. Marc Nichols
Ms. Tracy McPherson
Maj. Briscoe (proxy for Sheriff Norman)
Chief Deputy Johnson (proxy for Sheriff Cloninger)

MEMBERS ABSENT

Sheriff Steve Bizzell
Mr. Jamie Markham

STAFF

- Diane Konopka - Director, Sheriffs’ Standards Division
- Sirena Jones - Deputy Director Sheriffs’ Standards Division
- Judy Marchetti - Admin. Ass’t Sheriffs’ Standards Division
- Marie Evitt - Legal Counsel – NC Department of Justice

Sheriff Goodwin welcomed everyone to the March Sheriffs’ Commission meeting and thanked Wake County Sheriff Gerald Baker for hosting.

In the first order of business, Legal Counsel Marie Evitt read the Ethics Reminder which states:

All members have a duty to avoid conflicts of interest and appearances of conflict. Commission members have an affirmative duty to fully disclose any conflict of interest or potential conflict of interest between the member’s service on the Commission and his or her private interests. One of the most basic rules is that members cannot knowingly use their position on the Commission in a manner that will result in a financial benefit to the person, a member of the person’s family, or a business with which he or she is associated. [N.C.G.S. 138A-31]. Commission members are also prohibited from accepting gifts from persons doing or seeking to do business with the Commission, persons engaging in activities that are regulated or controlled by the Commission, or persons having a financial interest that may be substantially affected by the member’s official duties.

Legal Counsel Marie Evitt asked whether any member had a known conflict or appearance of conflict with respect to any matters coming before the Commission at this time. Negative response.

VISITORS

- Trevor Allen - NC Justice Academy
- Laurie Austen - NC Justice Academy
- Susan Gillis - NC Justice Academy
- Amanda Stephenson - NC Justice Academy
- Richard Squires - CJ Standards Deputy Director
- Jonathan Price - Wake County Sheriff’s Office
- Tim Fuss - Cape Fear Community College
- Chris Scott - Sheriffs’ Standards
- Autumn Hanna - Sheriffs’ Standards
- Tony Losada - NC Justice Academy
- Kevin Tingen - NC Justice Academy
- Delbert Edwards - Wayne County Sheriff’s Office
- Terry Wright - Franklin County Sheriff’s Office
- Floyd Griffin - Franklin County Sheriff’s Office

- Kent Winstead - Sheriff, Franklin County Sheriff's Office
- Josh Bean - Anson County Sheriff's Office
- Andy Stone - Sheriffs' Standards Division
- Laurie Watson - Brunswick County Sheriff's Office
- Tina Edwards - Brunswick County Sheriff's Office
- Seth Dearmin - DOJ – Chief of Staff
- Bradford Sneedan - DOJ – Legislative Liaison
- Eddie Caldwell - NC Sheriffs' Association

II. MINUTES OF DECEMBER MEETING

Sheriff Goodwin

A **MOTION** was made by Sheriff Ed McMahon to accept the minutes of the December 2018 meeting; Seconded by Sheriff Smith. **MOTION CARRIED.**

III. CERTIFICATES/AWARDS/RESOLUTIONS – (Attachment #1)

A **MOTION** was made by Sheriff David Mahoney to approve the list of Professional Certificates and Service Awards; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

Sheriff Dwayne Goodwin presented the Advanced Law Enforcement Professional Certificate to:

Delbert Ray Edwards, Advanced Law Enforcement Professional Certificate, Wayne County.

Sheriff Ed McMahon of New Hanover County, presented the Advanced Law Enforcement Professional Certificate to:

Dean Olinger, Advanced Law Enforcement Professional Certificate, New Hanover County.

Sheriff Kent Winstead, presented the Advanced Law Enforcement Professional Certificate to:

Floyd Wardell Griffin, Advanced Law Enforcement Professional Certificate, Franklin County.

Sheriff John Ingram, presented the Advanced Law Enforcement Professional Certificate to:

Laurie Ann Watson, Advanced Law Enforcement Professional Certificate, Brunswick County.

Sheriff Landric Reid, presented the Advanced Law Enforcement Professional Certificate to:

Joshua Austin Beam, Advanced Law Enforcement Professional Certificate, Anson County.

James F. Paxton, Advanced Detention Officer Certificate, Anson County.

IV. INFORMATIONAL REPORTS

***North Carolina Justice Academy**

Trevor Allen

Mr. Trevor Allen addressed the Sheriffs' Commission Members and thanked them for the opportunity to present the North Carolina Justice Academy updates. Mr. Allen provided the Sheriffs' Commission Members with a summary of news and events [**Attachment #1**].

The NC Justice Academy has had 63,043 training completions for 2019. The majority is from the on-line platform (61,235). This is more than half of what was done in all of 2018.

Mr. Allen addressed the Sheriffs' Commission Members with regard to School Resource Officer Training and Train the Trainer. Mr. Allen introduced Mr. Tony Losada, Training Manager at the East Campus who is coordinating the SRO training with Scott Rantham.

Mr. Losada addressed the Sheriffs' Commission Members to provide an update on the efforts made for SRO training. Once it was identified that there was going to be a demand for SRO trainers based on the rules changes, development began for an Instructor Program. This program has already been launched. Any time someone comes to the Justice Academy's SRO training, General Instructors are given the option to attend the Train the Trainer workshop which is held one (1) hour each day. Once training is completed they will then receive two (2) certificates; the SRO Basic Certificate and the SRO Train the Trainer Certificate. A manual has been created and is available at the book store.

Sheriff Cloninger of Gaston County contacted the NC Justice Academy and offered to host a Train the Trainer workshop. Instead of going to Gaston County, the Justice Academy contacted Samarcand Training Academy. This facility has free lodging and meals for students. A deal was made with the Department of Public Safety to help cut expenses. A course has been planned for 40 people and is full. There are 32 different agencies being represented from across the state. Within the next 45 days there will be a minimum of 60 instructors throughout the state. By the first week of August there will be 100 instructors for the SRO program.

Mr. Losada asked the Sheriffs' Commission Members if there were any questions. Negative response.

Mr. Allen addressed the Sheriffs' Commission Members with regard to revisions made for the Leadership Institute program. This program is in conjunction with Wake Tech and the UNC School of Government. Mr. Allen introduced Mr. Kevin Tingen to speak about the Leadership Institute program.

Mr. Tingen addressed the Sheriffs' Commission Members and stated that this is the first major revision overhaul for the Leadership Institute program in over 30 years. Mr. Tingen is excited about the product they will be able to provide to prepare officers for executive positions in the Sheriff's office. Our partner, Wake Tech, will provide a 12 week on-line course that serves as a prerequisite to get into the Leadership Institute program.

Once the prerequisites are met, the students will apply for the Leadership Institute program. Currently, they can only serve up to 25 students per session due to resources. The program is set up to run one (1) week per month for three (3) months. The first session will begin this August and an email has been sent out to all Sheriffs.

Mr. Tingen asked the Sheriffs' Commission Members if there were any questions. Negative response.

Ms. Laurie Austen addressed the Sheriffs' Commission Members and referred them to the 2019 "Anticipated Dates for Online Training Availability" [**Attachment #2**]. This information is also available on the Justice Academy website.

Ms. Austen introduced Amanda Stephenson to the Sheriffs' Commission Members. Ms. Stephenson referred to the 2020 LE and Detention Objectives [**Attachment #6, Tab 1**].

Ms. Susan Gillis addressed the Sheriffs' Commission Members with regard to the Telecommunicator specific objectives [**Attachment #6, Tab 1**].

Ms. Gillis asked the Sheriffs' Commission Members if there were any questions. Negative response.

A **MOTION** was made by Sheriff John Ingram to approve the 2020 In-Service Training Objectives for Law Enforcement, Detention, and Telecommunicator; Seconded by Major Briscoe. **MOTION CARRIED.**

Mr. Eddie Caldwell of the Sheriffs' Association addressed the Sheriffs' Commission Members and provided an update with regard to training. Week two (2) of the Sheriffs' Leadership Institute training has been completed. This is a four (4) week program over 16 months. There were 38 newly elected sheriffs in attendance. Major Briscoe and Sheriff Jack Smith participated in teaching. Weeks three (3) and four (4) are already scheduled. Week three (3) will be held September 15th – 20th. Week four (4) will be held in March 2020.

The Sheriffs' Association Spring Meeting will be held in Wilmington, NC April 13th – 17th at the Embassy Suites and Convention Center. The format for the spring meeting will be different. In the past, the Exhibit Hall was at the conference in July. The Exhibit Hall has been moved to the Spring Meeting. The Spring Meeting will start on Saturday, April 13th and run through Wednesday, April 17th because it has the Exhibit Hall.

In addition to the Exhibit Hall, and at a different time, there will be a car and equipment show put on by vehicle manufacturers with the latest and greatest new things in vehicles. There will also be boats and ATV's and a variety of things that will help in your work.

There will be a Firearms and Sex Offender Registration Training May 14th – 15th in Pitt County. This will be offered in Catawba County June 18th – 19th.

There has been discussion with regard to the proposed changes to the administrative rules that govern the operation and inspection of jails. That issue arose years ago and then faded into the sunset with no changes. The issue arose again approximately two (2) years ago and it is not fading into the sunset this time. The rules have been offered by the Jail Unit of the Construction Section of the Department of Health and Human Services. The North Carolina Sheriffs' Association had a meeting and invited Sheriffs and Sheriff's personnel to comment on them. The Sheriffs' Association submitted written objections to the Construction Section of the rules. That has been sent to the Rules Review Commission. A number of requested items to change were done but there is approximately a half dozen items that were not changed. The Executive Committee of the Sheriffs' Association voted to continue opposing those half dozen proposed rules changes.

One of the reasons this is important to the Sheriffs' Commission and the Justice Academy is that we don't know how long the rules revision process will last. If these rules come into effect there may be a timing issue, due to the amount of lead time provided, between the Academy schedule preparing a class for Detention Officers, updates, and In-Service training.

The last item Mr. Caldwell addressed that directly impacts the Sheriffs' Commission and the Justice Academy is House Bill 76, School Safety Omnibus. That Bill is on the 4th version now. There are several noteworthy items on that Bill. One item is that the Bill talks about the powers and duties of the Center for Safer Schools which used to be housed in the Department of Public Safety and was moved to the Department of Public Instruction a couple years ago. The Bill directs that the Center for Safer Schools (CSS) will collaborate with the Justice Academy, Sheriffs' Commission, and Criminal Justice Commission to establish and maintain updated training curriculum.

The Bill also stated that the Center for Safer Schools shall coordinate, collaborate, and seek information about how to carry out its responsibilities. The following groups are required to provide that information upon request. The group includes the Justice Academy, and the phrase, "local law enforcement agencies."

The Bill has passed the House with amendment and has been sent to the Senate for their consideration. As amended, the Bill would clarify that the primary duties of a School Resource Officer would be to assist with school safety, school security, emergency preparedness, emergency response and any other responsibilities related to school safety that are assigned to the SRO by his/her employer, such as a Sheriff.

The North Carolina Sheriffs' Education and Training Standards Commission and the North Carolina Criminal Justice Education and Training Standards Commission, in collaboration with the CSS would be required to establish initial and continual training requirements for School Resource Officers. The training would include topics on mental health, students with disabilities, and crisis intervention and de-escalation. All initial training must be established by 2020. The new provisions that require the special certification for School Resource Officers applies to SRO's employed beginning with the 2021 school year.

Vice Chairman Goodwin asked the Commission Members if there were any questions. Negative response.

V. OTHER REPORTS

***Probable Cause Committee**

Sheriff Mahoney

Sheriff David Mahoney reported that the Probable Cause Committee met March 14, 2019, and during that session, the Committee reviewed a total of 50 cases. In twenty-two (22) cases, Probable Cause was found, with six (6) of those cases resulting in Consent Agreements which were signed and notarized for your approval. One (1) of those Consent Agreements may be executed at your next meeting. No Probable Cause was found in seventeen (17) cases, one (1) case was postponed until the June 2019 meeting, ten (10) cases were closed pursuant to the Consolidated Probable Cause Policy.

Vice Chairman Goodwin asked the Commission Members if there were any questions. Negative response.

Sheriff Ed McMahon recused himself from the motion to approve the Consent Agreements.

A **MOTION** was made by Major Durwin Briscoe to approve the Consent Agreements; seconded by Sheriff Landric Reid.
MOTION CARRIED

***CJ Fellows Program Update**

Sheriff Oliver

Sheriff Ricky Oliver addressed the Sheriffs' Commission Members and provided a brief update and stated that at their last meeting they reviewed documents and received an update report on flyers sent out to guidance counselors at high schools across North Carolina. The website is up and running for the program.

Currently there are only two (2) applicants. It is a new program and the word needs to be spread. There has been discussion of expanding the program beyond the counties with a population of less than 75,000. The deadline has been extended to April 30th and this information will be communicated. The Committee will meet again in May and review applications for the Fellowships.

Vice Chairman Goodwin asked the Commission Members if there were any questions. Negative response.

***Community Colleges Update**

Tracy McPherson

Ms. Tracy McPherson addressed the Sheriffs' Commission Members and introduced Andrea Hyson. Ms. Hyson is the new Criminal Justice Training Specialist with the NC Community College System Office as of January 07, 2019. Ms. Hyson came from Vance-Granville Community College where she served as School Director for BLET, Detention Officer, Telecommunicator, and General Instructor. She is also sworn with the Warren County Sheriff's Office. She will be assisting in the support of law enforcement training programs at the 58 community colleges.

There have been sheriffs that wanted community college classes in the jail. At one time, there was a provision that allowed community colleges to offer literacy and pre-employment classes at the jail free of charge. Over time, legislation changed and restrictions were placed on the community colleges. The Community College System has been working with sheriffs to have that legislation changed.

Last year the legislature asked how much classes in the jail would cost the state. Ms. McPherson thanked Eddie Caldwell and his staff for helping with that report. The community college presidents are again requesting the legislative change that would allow community colleges to receive funding again. This would allow the local community college to come into the jail and offer the basic skills, literacy, and high school completion classes free of charge.

Ms. McPherson updated the Sheriffs' Commission Members with regard to the School Resource Officer classes. Director Allen gave an update at the last CJ Commission Meeting. There was a discussion on how community colleges could help with regard to documentation such as a certificate and transcript. A recommendation was made to have a dedicated course number to help keep up with certificates and transcripts. A course number has been designated and the title of the course is "NCJA SRO Training."

Ms. McPherson updated the Sheriffs' Commission Members with regard to the CJ Fellows Program. This program is for a two (2) year degree and specifies that students will attend community colleges. Tracy McPherson stated that if you have someone applying for this program, to encourage them to begin working with the community college because there is an application process with the college which includes placement testing. The community college also has to check for residency status.

Vice Chairman Goodwin asked the Commission Members if there were any questions. Negative response.

***Telecommunicator Update**

Diane Konopka

Director Konopka addressed the Sheriffs' Commission Members and informed them that on February 22, 2019 the Telecommunicator Advisory Group met at the NC Justice Academy in Salemburg. The primary focus of that meeting was to review proposed revisions to the basic training curriculum. These recommended changes are minor revisions that address concerns prompted by the 911 Board. The number of hours (47) in the course would not change. Justice Academy staff Laurie Austen and Susan Gillis will present these recommendations to you and be available to answer any questions you may have. The Sheriffs' Commission approval is needed to implement these revisions, though no rule change is required.

Director Konopka stated that the 911 Board has been together for approximately 20 years. The 911 Board has been having more meetings lately. The last meeting that they had was to review any training topics that they may want to propose. The 911 Board wants to set some state standards in order to meet national standards. The board is aware that the Sheriffs' Standards Commission has a certification training program for telecommunicators. Currently the 911 Board has no legislative authority or set standards. Davie County Sheriff J. D. Hartman is the Sheriffs' representative on the 911 Board. Director Konopka believes Sheriff Hartman will be a very effective representation on that Board. The 911 Board does have Legal Counsel and he indicated that he had written some proposed legislation for the 911 Board, but it has not been filed yet. Director Konopka stated that she has not yet been able to get a copy of that proposed legislation.

Vice Chairman Goodwin asked the Commission Members if there were any questions. Negative response.

Ms. Laurie Austen addressed the Sheriffs' Commission Members to provide a Certification Course update for Telecommunicators. Ms. Austen stated that she is very proud of the work Susan Gillis has done on the project and the Advisory Group that has been assisting her. Ms. Austen stated that after looking into the proposals being put forth by the 911 Board, she believes their curriculum is very sound. Over the last couple months, Susan Gillis has worked diligently with the Advisory Group to make sure that they have everything in the curriculum that would match the national standard. There are several national standards models out there.

With the revisions that the team is working on and the ones completed, they meet the crosswalk of that curriculum the 911 Board is considering. Ms. Austen stated that they have enhanced the current model being used for the curriculum. The notebook that has been prepared for you today has the five (5) blocks of instruction that have modifications to them. There are actually 10 blocks of instruction that are in the curriculum but their recommendations only required minor revisions to five (5) of those blocks. **[Attachment #3]**

Ms. Susan Gillis addressed the Sheriffs' Commission Members and went over the Telecommunicator Certification Course Revisions **[Attachment #4]**. Ms. Gillis asked the Commission Members for their approval to go live with these revisions on August 01, 2019. This date will allow them the time to make modifications to the PowerPoints and get the video team on board. Ms. Gillis also provided the Sheriffs' Commission Members with an additional handout that discusses "Reactions to Crisis and Trauma" **[Attachment #5]**.

Vice Chairman Goodwin asked the Commission Members if there were any questions.

Sheriff Ingram referred to pages 41 -51 of the Telecommunicator Certification Course updates and asked if vessel fires would be included.

Ms. Gillis responded that currently vessel fires are not included. Ms. Gillis also stated that it would be a minor revision to include information for vessel fires.

Ms. Gillis asked if there were any other questions. Negative response.

A **MOTION** was made by Sheriff Landric Reid to approve the revisions made to the Telecommunicator Certification Course made effective August 01, 2019; seconded by Sheriff Terry Johnson. **MOTION CARRIED.**

VI. DIVISION REPORT [Attachment #6]

Diane Konopka

Sheriffs' Standards Division Director Diane Konopka addressed the Sheriffs' Commission Members to remind them to file an updated Statement of Economic Interest by 04/15/2019.

Director Konopka provided the Commission Members with an update on the Division Activities. Ms. Laura Blalock joined the Division on January 14th as a Certification Processing Assistant. Laura previously worked at the Durham County Clerk's Office and fills the position that was vacated at the end of October by Jessica Fidotta.

Processing Assistant Emily Taylor is leaving the Sheriffs' Standards Division effective March 15th to accept a position with the Wake County Clerk's Office. Ms. Cheryl Amey joined the Division on March 4th as a part-time temporary employee to assist with certification and general office duties.

Director Konopka thanked the Criminal Justice Division for allowing their front desk receptionist, Ms. Gail Raper to help the Sheriffs' Standards Division by answering phone calls, and opening and stamping in the mail. These tasks may seem small but does allow our Processing Assistants more time to work on certification related tasks.

We recently reconfigured the cubicle workspaces in our Division. The updated spaces provide a more private work environment for our Processing Assistants and we gained an additional workspace for our "new" temporary employee.

Director Konopka stated that the Division continues to work with the DOJ Information Technology group and the Criminal Justice Division towards updating and/or replacing our shared Training and Standards database. Unfortunately, the quote we received from Envisage Technologies for their "Acadis bundle" is cost prohibitive at an initial cost of more than \$375,000.00 with an annual recurring cost of \$303,000.00.

Director Konopka stated that she is proud to report that the Training and Standards Division (Sheriffs' Standards, Criminal Justice, and Justice Academy) jointly collected a total of \$1,424.00 for the Charles Ainsworth Recovery Fund. Raleigh Police Officer Ainsworth was shot in the line of duty on January 9, 2019. Criminal Justice Director Steven Combs came up with the idea for this fundraiser which allowed employees the option to wear jeans to work during the month of February, in exchange for contributing to this most worthy cause.

Director Konopka addressed the Sheriffs' Commission Members and referred them to their Division report [Attachment #6, tab #3] to review the draft of the Sheriffs' Supplemental Pension Fund Annual Report.

Director Konopka referred the Sheriffs' Commission Members to their Division report [Attachment #6, tab #4] to review proposed amendment to 12NCAC 10B.0503 relating to the time requirement for completion of BLET. The public comment period ended January 14, 2019, and no comments were received.

A **MOTION** was made by Mr. Marc Nichols to approve the proposed rule amendment for 12NCAC 10B.0503 effective 05/01/2019; seconded by Sheriff Alan Jones. **MOTION CARRIED**

Additionally, pursuant to your December 2018 discussion and approval, the Division moved forward with the filing of the amendment to your in-service training rule to allow IADLEST approved training to be used as choice topics; and the repeal of your four rules relating to the Basic Training Certificate. It is expected these rules will become effective August 01, 2019.

Director Konopka addressed the Sheriffs' Commission Members to address the School Resource Officer Advisory Group. A meeting is scheduled for Monday, March 18th in Raleigh. The group is comprised of Police Chiefs, Sheriffs, and staff to further examine SRO issues and recommend changes deemed necessary to clarify the SRO rules for both Commissions.

Mr. Trevor Allen spoke on School Resource Officer requirements Bill 76 School Safety Omnibus. The Justice Academy has also been tracking some of the legislation that has been directed towards School Resource Officers. Training requirements are being made a part of these bills. There has been a requirement made to work with the Center for Safer Schools in collaboration when revising the curriculum. Mr. Allen informed the Sheriffs' Commission Members that they have been working with the Center for Safer Schools and satisfying those requirements in anticipation of a Bill passing.

Mr. Allen stated that the question remaining is what will be defined as "on-going" training. This will become more clearly defined once a Bill is passed. In terms of Basic Training, the Justice Academy has responded and met every requirement that they have seen in a draft Bill in terms of what a curriculum would be.

Director Konopka addressed the Sheriffs' Commission Members with regard to the NCLEA Advisory Group. At the last Sheriffs' Commission Meeting, CJ Director Combs provided information about that group. This accreditation program is similar to CALEA and is based on a set of standards but is a lower cost at the state level. The NCLEA program is not in competition with CALEA. The NCLEA Advisory Group has met twice since the December 2018 Sheriffs' Commission Meeting. They have decided that they also need a "sub-group" of the Advisory Group. The sub-group is tasked with reviewing the first six (6) chapters of the proposed standards. Both groups will meet again on April 30th. The Criminal Justice Standards Division has requested funding for a position to manage this program. This Program Manager would coordinate state accreditations for both Police Departments and Sheriffs' Offices.

Director Konopka stated that North Carolina Sheriffs have indicated their interest and support of this program and have significant involvement, such that you may want to "officially" recognize the Commission's support of this group.

A **MOTION** was made by Sheriff Ed McMahon to recognize support of the NCLEA program; seconded by Sheriff David Mahoney. **MOTION CARRIED**

Director Konopka addressed the Sheriffs' Commission Members about a topic that was brought up during yesterday's meeting. Ms. Konopka summarized the SBI program for fingerprints statewide. The SBI wants to seek legislation that would allow them to retain the fingerprints as another "check and balance" for officers that have been charged. There is no additional expense for this program, as it can be managed with current resources.

A **MOTION** was made by Sheriff Jack Smith to support the SBI fingerprint program; seconded by Sheriff Terry Johnson. **MOTION CARRIED**

Director Konopka informed the Sheriffs' Commission Members that the BLET – Sheriffs' Specific Topics (Unit 6) issue to allow all deliverers of BLET the option to omit the Sheriffs' Specific topics was raised again on February 13th at the CJ Commission's Education and Training Committee meeting. A number of sheriffs, sheriffs' personnel, police chiefs and school directors were present to speak in favor of deferring any changes to BLET until after the task analysis is complete.

However, a few strong proponents of the change asked that the Criminal Justice and Sheriffs' Standards Divisions work together to present proposed options to address all concerns related to this issue and bring them back to CJ's May 2019 meeting. Ms. Konopka stated that she will keep the Sheriffs' Commission Members apprised of any proposed actions.

Director Konopka referred the Sheriffs' Commission Members to their Division Report [Attachment #6, Tab #5] and provided a Giglio Disclosure update. Of the 19 states that responded to the survey, most indicated they look at the underlying behavior rather than the (Giglio or Brady) action itself. This is in line with the way we currently handle such notifications; we investigate the underlying issue that resulted in the Giglio action and when warranted, present that information to the Probable Cause Committee for consideration.

Currently there is no standard practice for notification of such action by a District Attorney or judicial official, such that it is difficult for the Commission(s) to enact and enforce a notification rule for Giglio actions. It was suggested at last month's CJ Commission meeting that the term "Giglio letter" was too narrow a term to address this issue and perhaps broader language be added to the Report of Separation (F-5 and F5-T forms). Such language should address any issues related to the officer's untruthfulness, including but not limited to the officer being issued a written or verbal notification advising that he or she was deemed ineligible or unfit to testify in court.

A **MOTION** was made by Sheriff John Ingram to add language with a question of truthfulness to the Report of Separation (F-5 and F-5T forms); seconded by Sheriff Ricky Oliver. **MOTION CARRIED**

Director Konopka addressed the Sheriffs' Commission Members with regard to proposed Commission Policy Language in order to clarify the Commission's "no more extensions" policy [Attachment #6].

A **MOTION** was made by Sheriff John Ingram to accept the proposed Commission Policy Language clarifying the Commission's "no more extensions" policy; seconded by Sheriff David Mahoney. **MOTION CARRIED**

Director Konopka stated that she will send the Commission Policy Language clarifying the Commission's "no more extensions" policy to all sheriff's offices.

Director Konopka provided the Sheriffs' Commission Members a brief update with regard to the DOCC and TCC Task Analysis. Ms. Konopka believes funding may be available and has spoken with the Finance Division and Purchasing in order to receive guidance on how to get started on this process. There is a formal request with justification in asking for the task analysis.

Ms. Konopka stated that the Commission Members might want to consider an option to do one if funding is not available for both. The Telecommunicator Task Analysis has not been done since 1998 and the DOCC task analysis was last done in 2003. Director Konopka stated that she will keep the Sheriffs' Commission Members informed with regard to funding and where we are in the process.

Ms. Konopka informed the Sheriffs' Commission Members of a request received from Montgomery County Sheriff Chris Watkins [**Attachment #6, Tab #6**]. Sheriff Chris Watkins is asking that you consider the possibility of waiving the limited training (67 hours) required for officers who transfer with General Certification from the NC Department of Adult Corrections to certified detention officer positions. Also included is a comparative summary of the basic training required for both certifications.

Ms. Konopka stated that this is information only at this time but to please consider the request and be prepared to discuss at the June Sheriffs' Commission Meeting. Sheriff Watkins is aware that the Commission Members have been given this information.

Special Deputy Tamara Hill announced the promotion of Ms. Marie Evitt to an Attorney III status and is now Chief Legal Counsel for both the Sheriffs' Standards Commission and Criminal Justice Commission.

The next meeting is scheduled in Raleigh, NC for the June 13th and 14th Sheriffs' Commission Meeting.

Sheriff Alan Norman has offered to host the Sheriffs' Commission Meeting for September 12th and 13th.

A **MOTION** was made by Mr. Marc Nichols to enter into a closed session; seconded by Sheriff Jack Smith. **MOTION CARRIED.**

A **MOTION** was made by Sheriff Ed McMahon to enter into an open session; seconded by Major Briscoe. **MOTION CARRIED.**

A **MOTION** was made by Sheriff David Mahoney to allow the Extensions for Gail Callahan Hicks-Deputy Sheriff, Union County and Joshua Michael Lane-Deputy Sheriff, Lenoir County; seconded by Sheriff Alan Jones. **MOTION CARRIED.**

Director Konopka addressed the Sheriffs' Commission Members with regard to the Criminal Justice Commission forming another advisory group to look at criminal history on people prior to their entry into BLET. They have asked for any Sheriffs that might be interested in participating on that advisory board. It should only be for one or two meetings.

Deputy Director Richard Squires addressed the Sheriffs' Commission Members and stated that the current rule to enter BLET is that students have to get criminal records checks from every place they have lived and worked since becoming an adult. School Directors have voiced concerns over the rising costs for the student to obtain the required records checks for entry into BLET. Students often times have to again purchase criminal history records when an agency wants to hire them. The Advisory Group will look at recommendations to ensure BLET students meet the standards to be certified, but perhaps not requiring true, certified copies of court records when entering BLET. Diane Konopka asked the question if a person entering BLET had to be sponsored. Mr. Squires responded that they do not need a sponsor according to Criminal Justice Commission rules does not require a sponsor to enter BLET.

Tracy McPherson addressed the Sheriffs' Commission Members and stated that the sponsorship rules are specific to the Community Colleges. The Community College rules allow for each College Board of Trustees to create their own rule about sponsorship.

VII. NEXT MEETING

June 13th & 14th – Wake County

VIII. ADJOURNMENT

A **MOTION** was made at 11:30 a.m. by Mr. Marc Nichols to adjourn the March 2019 Sheriffs' Commission meeting; Seconded by Sheriff Landric Reid. **MOTION CARRIED.**