

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

**DATE:** March 24, 2016

**TIME:** 8:35 A.M.

**SUBMITTED BY:** Julia A. Lohman, Director

**I. CALL TO ORDER**

**- Sheriff Brad Riley**

The North Carolina Sheriffs' Education and Training Standards Commission meeting was called to order by Chairman Brad Riley on Wednesday, March 24, at 8:35 A.M.

Chairman Riley requested a roll call of Commission members. Administrative Assistant Judy Marchetti recorded the following:

**MEMBERS PRESENT**

Sheriff Jerry Monette  
Sheriff Vaughan  
Sheriff Steve Bizzell  
Sheriff Ricky Oliver  
Sheriff John Ingram  
Sheriff Riley  
Sheriff Alan Jones  
Sheriff David Mahoney  
Sheriff Eric Tilley  
Sheriff Alan Cloninger  
Mr. Robert Wisecarver  
Mr. Jamie Markham  
Ms. Tracy McPherson

**MEMBERS ABSENT**

Sheriff B. J. Barnes  
Sheriff James Knight  
Sheriff Alan Norman  
Mr. Marc Nichols

## **STAFF**

Julia A. Lohman - Director - Sheriffs' Standards Division  
Diane Konopka - Deputy Director - Sheriffs' Standards Division  
Judy Marchetti - Administrative Assistant - Sheriffs' Standards Division  
Hal Askins - Legal Counsel - NC Department of Justice  
Andy Stone - Field Representative - Sheriffs' Standards Division  
Matthew Boyatt - Legal Counsel – NC Department of Justice

Johnston County Sheriff Steve Bizzell welcomed everyone to the March Sheriffs' Commission Meeting. Sheriff Bizzell introduced Johnston Community College President, Dr. David Johnson. Dr. Johnson addressed the Commission and expressed his thanks for utilizing the Johnston Community College facility. The college is working on further expansion of their facilities and is in the process of working towards building a closed shoot house. They hope that facility will draw training from all over the state. Dr. Johnson once again thanked the Commission for their support at the Community College Level.

Sheriff Bizzell introduced his Chief Deputy Bengie Gaddis to the Commission and offered his services if anyone needs anything during their stay in Johnston County.

## **VISITORS**

Mark Strickland - NC Justice Academy  
Steven Combs - CJ Staff  
Trevor Allen - CJ Staff  
Tim Fuss - NC Justice Academy  
Susan Gillis - NC Justice Academy  
Stacy Holloman - NC Justice Academy  
Tony Losada - NC Justice Academy  
Bill Dubois - NC Justice Academy  
Wayne Daniels - Franklin County Sheriff's Office  
Kat Bryan - Beaufort County Sheriff's Office  
Dean Woody - Franklin County Sheriff's Office  
Sheriff Kent Winstead - Franklin County Sheriff's Office  
Sheriff Jack Smith - Northampton County Sheriff's Office  
Kevin Medlin - Orange County EMS  
Joe Riggs - Camden County Sheriff's Office  
Jeanne Riggs - Camden County Sheriff's Office  
Sheriff Blake Wallace - Duplin County Sheriff's Office  
Samuel T. Jones - Duplin County Sheriff's Office

**VISITORS (cont.)**

- Phil Humphrey - Duplin County Sheriff's Office
- Matthew English - Duplin County Sheriff's Office
- Michael Wright - Caldwell County Sheriff's Office
- Richard Gilliland - Caldwell County Sheriff's Office
- Mark Spella - Hertford County
- Jeryl Anderson - Orange County EMS
- Jarrin Brick - Duplin County Sheriff's Office
- Whitney Belich - Attorney General's Office

Chairman Sheriff Brad Riley welcomed guests to Johnston County.

In the first order of business, Legal Counsel Hal Askins 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 Hal Askins 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 from the Commission.

Legal Counsel Askins also reminded all Commission Members that it is their responsibility to file their Annual Statement of Economic Interest and that is due by April 15<sup>th</sup> each year.

**II. MINUTES OF DECEMBER MEETING**

**Sheriff Brad Riley**

A **MOTION** was made by Sheriff Alan Cloninger to accept the minutes of the December 2015 meeting; Seconded by Sheriff Jerry Monette. **MOTION CARRIED.**

### **III. CERTIFICATES/AWARDS/RESOLUTIONS - (Attachment #1)**

Sheriff Alan Jones presented certificates/awards to:

***Michael Brent Wright*** – *Advanced Law Enforcement Professional Certificate and Service Award, Caldwell County.*

***Richard Gilliland*** – *Advanced Law Enforcement Professional Certificate and Service Award, Caldwell County.*

Sheriff BlakeWallace of Duplin County presented certificates/awards to:

***Jason Brock*** – *Advanced Law Enforcement Professional Certificate and Service Award, Duplin County.*

***Stephen English*** – *Advanced Law Enforcement Professional Certificate and Service Award, Duplin County.*

***Phillip Humphrey*** - *Advanced Law Enforcement Professional Certificate and Service Award, Duplin County.*

***Samuel T. Jones*** – *Advanced Service Award, Duplin County.*

Sheriff Kent Winstead of Franklin County presented certificates/awards to:

***Wayne Daniels*** - *Advanced Law Enforcement Professional Certificate and Service Award, Franklin County.*

***Dean Woody*** – *Advanced Law Enforcement Professional Certificate and Service Award, Franklin County.*

Sheriff Jack Smith of Northampton County presented certificates/awards to:

***Anthony Jermaine Thomas*** – *Advanced Law Enforcement Professional Certificate and Service Award, Northampton County.*

***Wallace Ransom*** – *Advanced Law Enforcement Professional Certificate and Service Award, Northampton County.*

Sheriff Brad Riley presented certificates/awards to:

*Joseph Carlton Riggs, Jr. – Advanced Law Enforcement Professional Certificate and Service Award, Camden County.*

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

#### **IV. INFORMATIONAL REPORTS**

##### **\*North Carolina Justice Academy**

##### **Mark Strickland**

Mr. Strickland informed the Commission of some personnel changes. The Justice Academy has hired three (3) new trainers to fill the positions approved by the General Assembly. The first is Mr. Ben Baughman who has been with the Academy for over two years and was transferred into the Sexual Assault Investigations instructor position. Mr. Carlton Joyner was hired at the North Carolina Justice Academy as the Community Relations Instructor. Mr. Joyner has approximately 24 years of law enforcement experience with the Greenville Police Department. Mr. Richard White was hired as the Use of Force Instructor. Mr. White has approximately 23 years of criminal justice experience. Mr. White possesses specialized law enforcement instructor certification in the areas of Firearms, Subject Control & Arrest Techniques, and Physical Fitness.

Mr. Wayne Ayers retired from the North Carolina Justice Academy and Stacey Holloman has filled his position. Mr. Tony Losada was promoted to Training Manager for the Tactical and Traffic Center. Mr. Losada has been with the Justice Academy since 2002 and taught the Field Training Program. Ms. Gail Jerson was promoted to the North Carolina Justice Academy Security Supervisor position. Ms. Jerson has been a Security Guard with the Justice Academy for 17 years.

On May 01, 2016, Ms. Leila Humphries will retire from the Justice Academy. Her last day as the School Director for the General Instructor Training program will be April 01, 2016. Ms. Humphries has been with the North Carolina Justice Academy since 2009 and was a Criminal Justice Commission Member from 1993 – 2001. Mr. Strickland wishes Ms. Humphries the very best in her retirement.

The General Instructor Training program School Director position has been filled by Mr. Perry Harris. Mr. Harris will begin as the School Director on March 28, 2016. Mr. Perry Harris has over 23 years of teaching experience in law enforcement topics for several community colleges. Currently, Mr. Harris serves as the School Director for the Montgomery Community College Basic Law Enforcement Training Program.

On January 29, 2016, Mr. Tim Fuss resigned his Instructor Position from the North Carolina Justice Academy. Mr. Fuss taught the Detention Officer programs for the Justice Academy. Tim is now working with the Henderson County Sheriff's Office. The Justice Academy is in the process of hiring his replacement. Mr. Fuss will present the Detention Topics to the Sheriffs' Commission today.

In addition to the three new instructor positions, the Justice Academy received funding from the General Assembly for two "Use of Force Simulators". The "Use of Force Simulators" will be delivered by May 01, 2016 and will be operational by May 15, 2016. The digital "Use of Force Simulators" provides "shoot/don't shoot" scenarios, as well as use of force scenarios for batons, Tasers, etc.

Class number 28 of the Management Development Program began last month. These 19 individuals participating in this class are the future leaders for North Carolina and they have completed their third week of training at the East Campus in Salemburg, NC

The 2016 In-service Instructor Updates went extremely well. The Justice Academy trained 265 students for this extremely valuable Trainers course. These students were able to spend time with the authors of the 2016 In-service block of instruction. Mr. Strickland praised the entire in-service team for doing a fantastic job.

Chairman Riley asked the Commission Members if there were any questions.

Sheriff Cloninger asked Mark Strickland if there was a uniform training program for Telecommunicators that are supervised by the Sheriffs' Standards Division or supervised by the Criminal Justice Division.

Currently there is not a uniform training program for Telecommunicators between the two Divisions. Mr. Strickland's personal opinion is that there should be a uniform training program and this relates to the standardization of training in North Carolina. Standardized training will help that Telecommunicator to be as efficient as possible when they first come through the door.

Mr. Strickland was asked if he would put a study group together to determine the differences in training and communicate with the Chiefs of Police. Mr. Strickland accepted the task.

Chairman Riley asked the Commission Members if there were any other questions. Negative response.

A **MOTION** was made by Sheriff Alan Cloninger to have Mark Strickland create a Study Group of Sheriffs offices and Law Enforcement Agencies to gather and present recommendations for a uniform Telecommunicator training program ; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

**\*North Carolina Community Colleges**

**Tracy McPherson**

Ms. Tracy McPherson addressed the Sheriffs' Commission with two updates. The first update is with regard to the state law (N.C.G.S. 115B) that allows family members of fallen or permanently disabled Law Enforcement Officers in the line of duty to attend state universities and community colleges tuition free. This statute also applies to Firefighters and First Responders. Ms. McPherson will provide the information to Sheriffs' Standards Director Julia Lohman and Criminal Justice Director Steven Combs to help facilitate getting the word out across the State of North Carolina.

The second update is with regard to the topic of recruiting the best and the brightest to the Law Enforcement profession. Ms. McPherson informed the Commission that the High School Public Safety Academies are providing a series of courses in public safety. In addition, the programs allow law enforcement to positively engage with teenage students in programs that teach occupational and citizenship skills. Ms. McPherson introduced Dr. David Barbour, Education Consultant with the NC Department of Public Instruction, to provide the Sheriffs' Commission with an overview of the new Public Safety Academy programs related to criminal justice, fire and rescue, EMS, and emergency management that are being created in high schools across the state.

Dr. Barbour greeted the group and offered his thanks and appreciation for what the Sheriffs do across the state. Dr. Barbour provided the Commission Members with a handout of the North Carolina High School Public Safety Academies program booklet [**Attachment #2**]. He explained that academy courses are focused on providing students with opportunities to earn industry recognized credentials such as Firefighter, EMT-Basic, Incident Command System, and Community Emergency Response Team certifications. Dr. Barbour informed the Commission that all academies must have local community support, to include one or more local agencies that serve as program sponsors, or the High School Academies cannot be approved.

Dr. Barbour emphasized the importance of working with the criminal justice related Commissions and agencies to make sure that the high school "Law and Justice" and other Public Safety courses are relevant to the job market and that they help prepare students for future certifications, education, and employment. Dr. Barbour spoke of the need for a link with the High Schools to help prepare people from the 18 – 21 age group for future training and certification courses such as BLET. Dr. Barbour invited Sheriffs' Standards Commission Members and staff to provide input on course content, and to also suggest any other types of certifications or industry standards that may be relevant to high school age students seeking careers in criminal justice.

Tracy McPherson addressed the Commission Members and discussed the importance of supporting such programs that help high school students prepare for criminal justice jobs and continuing education and training at community colleges and universities. Ms. McPherson stated that this is in line with goals being discussed in the update to the Criminal Justice System Plan.

Chairman Riley asked the Commission Members if there were any questions.

Sheriff Cloninger asked how to proceed in support of the North Carolina High School Public Safety Academies. He mentioned that there are 100 Sheriffs to communicate with.

Tracy McPherson suggested a focus group board. This would be a joint venture between the Sheriffs' Standards Commission and the Criminal Justice Commission.

Criminal Justice Standards Director, Steven Combs, addressed the Commission Members and stated that he is in total agreement with the effort of a focus group board and agreed to help facilitate any discussion with the Criminal Justice Commission that the Sheriffs deemed appropriate.

Sheriff Cloninger stated that he believes this should be a joint effort between Criminal Justice Commission and Sheriffs' Standards Commission. Director Combs responded that he agrees that this should be a joint effort. Sheriff Cloninger expressed his interest to be a part of a focus group board.

Chairman Riley asked the Commission Members if there were any other questions. Negative response.

Chairman Riley directed the Commission Members and visitors attention to Sheriff Bizzell for an introduction of a special guest. Sheriff Bizzell introduced Johnston County Manager, Rick Hester. Mr. Hester was with the planning department in 1988 when Sheriff Bizzell was a Johnston County Deputy. Mr. Hester and the Board of Commissioner's know Sheriff Bizzell's priority of public safety.

Mr. Hester welcomed everyone to Johnston County and directed the visitors to all the shopping in the area. Mr. Hester is honored to be the Johnston County Manager and fortunate to work in a county that is so dedicated to public safety.



**\*School of Government**

**Jamie Markham**

Mr. Markham informed the Sheriffs' Commission members that the North Carolina School of Government is not an official legal advisor but he does like to report back to the Commission the questions that he receives from the Sheriffs' staff. Mr. Markham stated he is receiving more calls with questions regarding inmates serving lengthy sentences for DWI convictions. The Detention Centers are receiving these inmates due to the state-wide misdemeanor confinement program. Mr. Markham is happy to answer their questions and help them the best that he can.

Currently, 57 jails participate in the state-wide misdemeanor confinement program as receiving counties. This program does change the dynamic of who is received in the jail. The School of Government does a lot of training for judges, lawyers, and prosecutors in particular. One of the things Mr. Markham is working towards at the school to help deal with these new dynamics is to have a "safe place" for the Sheriffs' personnel to have a conversation with their Court personnel about the process and effects on both ends of the misdemeanor confinement program. Mr. Markham is working on creating a Judicial District Sentencing Focus workshop that will cover a number of topics to help with the various misdemeanor confinement issues and will also include probation.

Chairman Riley asked the Commission Members if there were any other questions. Negative response.

**\*NC Sheriffs' Association**

**Eddie Caldwell**

Mr. Caldwell was not in attendance.

**\*NC Criminal Justice Commission**

**Steven Combs**

Mr. Combs addressed the Sheriffs' Standards Commission Members and stated that he had one issue to talk about. The Criminal Justice Commission is making changes to their General Instructor program. He believes these are significant changes but those changes will not affect any of the Sheriffs' Standards courses. Mr. Combs referenced the proposed rule for the General Instructor Certification (**Attachment #3**). The rules change will be brought to the Criminal Justice Commission meeting in May 2016 to be voted on.

Sheriff Monette asked Mr. Combs if there was any reference in the rule with regard to the Instructor's treatment of the students. Sheriff Monette specifically referenced the use of inappropriate language, name calling, and berating of students. Mr. Combs responded that currently there is not but if a student was physically mistreated, they would certainly do an investigation.

Chairman Riley asked the Commission Members if there were any other questions. Negative response.

## V. OTHER REPORTS

### \*Probable Cause Committee

**Sheriff Jerry Monette**

Sheriff Jerry Monette reported that the Probable Cause Committee met March 23, 2016, and during that session, the Committee reviewed a total of 48 cases. In 28 cases, Probable Cause was found, with eight (8) of those cases resulting in a Consent Agreement to be executed at your next meeting. No Probable Cause was found in eleven (11) cases, one (1) case was postponed until June 2016, and eight (8) cases were closed pursuant to the Consolidated Probable Cause Policy.

### \*Sheriffs' Supplemental Pension Fund

**Diane Konopka**

Ms. Konopka referenced the 2015 – 2016 Activity Report Draft [**Attachment #4**] that will be included in the Annual Report and mailed out next month to all Sheriffs and retired Sheriffs. For the first time since 2010 the per share amount has risen slightly for the Sheriffs' Supplemental Pension Fund. For the Sheriffs' receiving that benefit, it went up approximately \$15.00 due to a decrease in participants at the beginning of 2016 vs. 2015. This was the first increase in five years.

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

### \*Proposed 2017 Training Objectives

**Bill Dubois/Susan Gillis**

Mr. Bill Dubois addressed the Sheriffs' Commission Members and directed them to the Division Report prepared by Julia Lohman [**See Tabs 1, 2, 3 of Attachment #9**]. The 2017 Topics have been approved in advance. The Academy has assigned Developers to develop those Objectives listed. The Objectives have already been provided to the Criminal Justice Commission and they have been approved. Mr. Dubois seeks the final approval from the Sheriffs' Commission for the 2017 Training Objectives for Law Enforcement, Telecommunicator, and Detention.

A **MOTION** was made by Sheriff Alan Cloninger to accept the Proposed 2017 In-Service Training Objectives for Law Enforcement; Seconded by Sheriff Ricky Oliver. **MOTION CARRIED.**

A **MOTION** was made by Sheriff Alan Cloninger to accept the Proposed 2017 In-Service Training Objectives for Telecommunicator; Seconded by Sheriff Juan Vaughan. **MOTION CARRIED.**

A **MOTION** was made by Sheriff Steve Bizzell to accept the Proposed 2017 In-Service Training Objectives for Detention; Seconded by Sheriff Ricky Oliver. **MOTION CARRIED.**

**\*Detention Officer Certification Course**

**Tim Fuss**

Mr. Tim Fuss has transitioned to the Henderson County Sheriff's Office as a Lieutenant at the Detention Center. Mr. Fuss has received his results from the U.S. Department of Justice and is now a Certified PREA auditor.

In February of 2015 a legal review began of the DOCC curriculum. Many hours were spent with Hal Askins and his staff. Three meetings took place with the Revision Committee to hash everything out and Mr. Fuss is happy to report the Detention Officer Certification Course is complete. Mr. Fuss referred the Sheriffs' Commission Members to a summary memo [**Attachment #5**]. Two hours were added to the PREA block and that has already been approved. Starting August 01, 2016 the Detention Officer Certification course is now at 174 hours with 23 topics of instruction. The other blocks did have modification and adjustment updates. Some of the blocks had videos added for better visualization of scenarios. Mr. Fuss seeks the final approval from the Sheriffs' Commission for the Detention Officer Certification Course changes.

A **MOTION** was made by Sheriff Eric Tilley to accept the Detention Officer Certification Course changes; Seconded by Sheriff John Ingram. **MOTION CARRIED.**

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

**\*Eyewitness Identification Reform Act**

**Whitney Belich**

Ms. Whitney Belich is an attorney, instructor, and advisor with the Attorney General’s Office. Ms. Belich addressed the Sheriffs’ Commission Members with regard to changes made by the General Assembly to the Eyewitness Identification Reform Act. This past year the General Assembly added some language that dealt with “Show ups” specifically.

Ms. Belich referred the Commission Members to a copy of the statute (Session Law 2015-212 House Bill 566) that highlights some of the changes that happened this year [**Attachment #6**]. The training requirements associated with Session Law 2015-212 House Bill 566 does not take effect until August 01, 2016. In light of the training task, they have created some rough draft model forms for “Show-ups” to add into the existing lesson plan for “Lineups”. Ms. Belich referenced a copy of a rough draft form for “Show-ups” [**Attachment #7**]. Ms. Belich welcomes any feedback from the Sheriffs’ Commission Members with regard to this rough draft form. Once the “Show-up” forms go through revisions, they will be presented to the Criminal Justice Commission at the May 2016 meeting. Ms. Belich stated that In-Service Training for all Officers this year includes training on these minimum requirements for “Show-ups”.

**\*Class B Misdemeanor Manual**

**Whitney Belich**

Ms. Whitney Belich addressed the Commission Members regarding revisions being made to the Class B Misdemeanor Manual. Ms. Belich provided a list of proposed additions to the Class B Misdemeanor Manual [**Attachment #8**]. Ms. Belich stated that what is not included on the list, are several statutes that have been repealed. Those statutes will just be removed from the Class B Misdemeanor Manual. Ms. Belich attended a meeting with representatives from both the Sheriffs’ Standards Commission and the Criminal Justice Commission to review and make any revisions needed to list of additions to the Misdemeanor Manual.

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

A **MOTION** was made by Sheriff Steve Bizzell to accept the list of additions to the Class B Misdemeanor Manual; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

## VI. DIVISION REPORT (See Attachment #9)

Julia Lohman

### \*Proposed Rule Change

Sheriffs' Training and Standards Director Julia Lohman reviewed the rules change (12 NCAC 10B .0601) in accordance with G.S. 150B-21.4. The fiscal note is approved for publication. Director Lohman referred the Sheriffs' Commission Members to the Division Report [See Tab #6 of Attachment #9] to review the proposed Rule Change with regard to the additional two (2) hours instruction for the Prison Rape Elimination Act (PREA) to be included in the Detention Officer Certification Course (DOCC). Director Lohman requires approval from the Sheriffs' Commission Members before she can file it. If this is approved, Director Lohman will file the rule this afternoon because today is the deadline to file.

A **MOTION** was made by Sheriff David Mahoney to accept the proposed Rule Change to include the additional two (2) hours of instruction for PREA to be included in the Detention Officer Certification Course; Seconded by Sheriff Juan Vaughan. **MOTION CARRIED.**

### \*Jail Administrators

Director Lohman referenced the information she provided at the December 2015 Sheriffs' Commission Meeting with regard to the discovery of at least one western Sheriff's Office employing individuals as Jail Administrators, but did not report those individuals for Detention Officer Certification. So far, there have been two additional discoveries which are in the process of being resolved. As the field representatives are doing their audits this year, they are determining who is acting as Jail Administrators and ensuring they are properly reported to the Division as Detention Officers.

### \*Psychological Exam Survey

Director Lohman provided the Sheriffs' Commission Members a Summary of the survey responses received from each county Sheriff's Office [Attachment #10].

Sheriff Riley asked the Commission Members if they would like Julia to continue with the Psychological Exam Survey. Sheriff Bizzell responded that he believes the decision of whether or not to include a psychological exam should be determined by each individual Sheriff's Office.

Chairman Riley asked the Commission Members if there were any other comments or questions. Negative response.

A **MOTION** was made at 10:35 a.m. by Sheriff David Mahoney to enter into closed session to deliberate on the requests for Waivers and Extensions; Seconded by Sheriff Alan Jones.  
**MOTION CARRIED.**

A **MOTION** was made at 10:40 a.m. by Sheriff Alan Cloninger to enter into open session; Seconded by Sheriff Steve Bizzell.  
**MOTION CARRIED.**

**\*In-Service Training Compliance Issues**

Director Lohman addressed the Sheriffs' Commission Members with regard to the Orange County Compliance Issues. The Orange County EMS In-Service training was not performed under the supervision of an In-Service Training (IST) Coordinator. Currently, Orange County EMS does have a Certified IST Coordinator. At the Sheriffs' Commission directive, Central Field Representative Andy Stone conducted an on-site audit of all in-service training records from 2007 to present.

Julia Lohman referred the Commission Members to the Orange County EMS Audit Findings for years 2007 – 2014 [**Attachment #11**]. The Commission Members were then referred to a summary of individuals who were under an obligation to complete in-service training for the given year, but for whom documentation of training is missing [**See Tab #7 of Attachment #9**]. Director Lohman then referred the Commission Members to the Orange County EMS response [**See Tab #8 of Attachment #9**].

A **MOTION** was made by Sheriff Alan Cloninger to have any deficiencies in training hours made up for past and present Orange County Telecommunicators 2007 forward to 2015, whether or not they are currently working; Seconded by Sheriff Ricky Oliver.  
**MOTION CARRIED.**

A **MOTION** was made at 11:00 a.m. by Mr. Robert Wisecarver to enter into closed session to deliberate on the requests for Waivers and Extensions; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

A **MOTION** was made at 11:15 a.m. by Sheriff Steve Bizzell to enter into open session; Seconded by Sheriff David Mahoney. **MOTION CARRIED.**

Sheriff Standards Division staff was asked to summarize the different scenarios and options we have encountered regarding the exceptions created over the years to deal with telecommunicators who “go in and out” of certification between non-participating agencies and Sheriff’s offices or other participating agencies.

The Sheriffs’ Standards Commission also had a discussion to further review the Commission’s policy concerning In-Service training requirements for officers whose certification has lapsed.

Julia Lohman summarized the Commission Members findings. They voted to have any deficiencies in training hours made up for past and present Orange County Telecommunicators 2007 forward to 2015, whether or not they are currently working. The same protocol will be followed for the Watauga County Telecommunicator deficiencies. The Commission voted to table the Granville County Telecommunicators discussion until the June 2016 Sheriffs’ Commission meeting due to the fact that they are expected to be in compliance with their in-service training requirements by that time.

A **MOTION** was made by Sheriff Eric Tilley to accept Director Julia Lohman’s Summary of the Commission Members findings; seconded by Mr. Wisecarver. **MOTION CARRIED.**

**\*Requests for Extensions and Waivers (See Attachment #9)**

**Extensions Authorized by Chairman Brad Riley**

Suzette Deal – Detention Officer –Duplin County  
Kimberly Knox – Detention Officer – Brunswick County  
Lori McKeithan – Detention Officer – Brunswick County  
Kevin Robinson – Detention Officer – Brunswick County  
William DeJesus – Detention Officer – Brunswick County  
Gayla Galloway – Detention Officer – Brunswick County  
Deanna Crew – Detention Officer – Swain County  
James Bell – Detention Officer – Wake County  
Mark Herbert – Detention Officer – Wake County

**Requests for Waivers (See Attachment #9)**

Lana Belcher Stocks – Deputy Sheriff Applicant – Sampson County (Tab #9)  
Johnathan Edward Whitley – Deputy Sheriff Applicant – Lenoir County (Tab #10)

A **MOTION** was made by Sheriff David Mahoney to accept the Extensions authorized by Chairman Brad Riley and Requests for Waivers; seconded by Sheriff Juan Vaughan. **MOTION CARRIED.**

**Extensions by Staff (See Attachment #9)**

Erica Lynn Cooper – Detention Officer – Guilford County (Tab #11)

A **MOTION** was made by Sheriff Alan Cloninger to authorize the Extension for Erica Lynn Cooper until the next course session; seconded by Sheriff Steve Bizzell. **MOTION CARRIED.**



**Additional Requests (See Attachment #12)**

Thomas Wayne Massey – Deputy Sheriff Applicant – Halifax County  
Jeffrey Martin Daw – Deputy Sheriff – Pender County  
Lori Allyne Knops – Separated Deputy Sheriff – Iredell County

A **MOTION** was made by Sheriff Alan Cloninger to authorize the Additional Requests for Thomas Wayne Massey and Lori Allyne Knops; seconded by Sheriff David Mahoney. **MOTION CARRIED.**

A **MOTION** was made by Sheriff Eric Tilley to deny the Additional Request by Jeffrey Martin Daw; seconded by Sheriff Mr. Wisecarver. **MOTION CARRIED.**

**VII. NEXT MEETING**

June 9<sup>th</sup> and 10<sup>th</sup> at Yadkin County – Hosted by Sheriff Ricky Oliver.

Mr. Wisecarver thanked the Commission for his time on the Sheriffs’ Commission and let them know that he has enjoyed the past three years working with them. Chairman Riley thanked Mr. Wisecarver and let him know the Commission appreciates the value he brought to the table and that he was a tremendous asset.

**VIII. ADJOURNMENT**

A **MOTION** was made at 11:20 a.m. by Sheriff Eric Tilley to adjourn the March 2016 Sheriffs' Commission meeting; Seconded by Mr. Wisecarver. **MOTION CARRIED.**