

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

DATE: March 12, 2015
TIME: 8:30 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 Sheriff Brad Riley on Thursday, March 12, 2015, at 8:30 A.M.

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

MEMBERS PRESENT

Sheriff Jerry Monette (9:05 am)
Lt. Jessie Fennell (proxy for Sheriff Vaughan)
Sheriff John Ingram
Sheriff Steve Bizzell
Sheriff Alan Jones
Sheriff David Mahoney
Sheriff James Knight (8:40 am)
Mr. Jamie Markham (8:45 am)
Ms. Tracy McPherson
Mr. Robert Wisecarver
Mr. Mark Nichols
Sheriff Brad Riley
Sheriff Alan Cloninger

MEMBERS ABSENT

Sheriff B. J. Barnes
Sheriff Eric Tilley
Sheriff Maynard Reid

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
Chris Batten - Field Representative - Sheriffs' Standards Division
Andy Stone - Field Representative - Sheriffs' Standards Division
Matthew Boyatt - Legal Counsel – NC Department of Justice

VISITORS

Mark Strickland - NC Justice Academy
Eddie Caldwell - NC Sheriffs' Association
Steven Combs - CJ Staff
Richard Squires - CJ Staff
Tim Fuss - NC Justice Academy
Bill Dubois - NC Justice Academy
Gary Dudley - NC Justice Academy
Scott A. Zeman - Cabarrus County Sheriff's Office
James Williams - Anson County Sheriff's Office
Patricia D. Williams - Anson County Sheriff's Office
Will Byrd - Davie County Sheriff's Office
C. D. Scott Howell - Anson County Sheriff's Office
Connie Hall - Sampson County Sheriff's Office
Major Pickett - Sampson County Sheriff's Office.
Mrs. Pickett

Chairman Sheriff Brad Riley called on host Sheriff Richard Webster. Sheriff Webster welcomed guests to Chatham County. The Chatham County Justice Center is a new facility at two years old. During the course of renovations to the original courthouse a fire destroyed the facility. Sheriff Webster provided logistic information for the downtown area of Pittsboro, NC.

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 Askins then 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 reminded all the Commission Members that their statements of Economic Interest are due by April 15th. In addition, there are evaluation statements provided for Economic Interest for Sheriffs B. J. Barnes, Alan Jones, James Knight, and Ricky Oliver. After review, the findings are that there are no actual conflicts of interest in any of the cases. In each of the cases, however, there is a potential for conflict that has been identified but it does not prohibit that particular person from serving on this Commission. There is a caution that each person must maintain vigilance.

II. MINUTES OF DECEMBER MEETING

Sheriff Brad Riley

A **MOTION** was made by Sheriff David Mahoney to accept the minutes of the December meeting; Seconded by Mr. Mark Nichols.
MOTION CARRIED.

III. INFORMATIONAL REPORTS

Chairman Riley called on Legal Counsel Matthew Boyatt to present Legal Counsel's Report.

Mr. Matthew Boyatt's report was distributed to all Commission Members along with a chart which included 32 active cases before the Office of Administrative Hearings, however only thirteen (13) of those cases have not been litigated. Mr. Boyatt summarized the 32 cases as follows: [See **Attachment #1**].

1. Seven (7) cases - Class B misdemeanors after certification
2. Six (6) felony commissions
3. Two (2) positive drug screens
4. Seven (7) cases involving four (4) or more Class A or B misdemeanors
5. One (1) case involving Class B misdemeanors within five (5) years of appointment.
6. Four (4) cases of material misrepresentations
7. One (1) case of a Failure to notify of criminal charge within five (5) days
8. Four (4) cases involve a lack of good moral character

***North Carolina Justice Academy**

Mark Strickland

On January 12, 2015 the Justice Academy hired Gary Royal as Facility Operations Manager. He worked previously at Republic Services which is a landfill waste management company. He brings a lot of experience with regard to facilities and operations. He was really put to the test with all the snow and ice this past season.

On February 16, 2015 the Justice Academy hired Tanya Smith to the Business Office. She worked previously at the Sampson County School System where she served as a Program Assistant for three Directors and the System Superintendent.

The MVP Program, class 27, has begun. There are 20 senior management executives participating in the MVP class. This class will help to build strong leaders for the future.

The Justice Academy has been participating in the School Violence Prevention and Response Symposium for the past year. Another one was held during the month of January in Wilmington. There were 125 participants. This program has been very well received. The next symposium is being targeted for Craven County. Mr. Strickland communicated to the Commission that they are welcome to contact him if they would like to schedule a one day symposium in their area.

March 31st and April 2nd the Justice Academy will hold their annual SWAT competition. The Special Response Team training will take place in Salemburg. This training creates a very good team building and problem solving effort.

In-Service Training Instructors have to take the test before they can teach the course. Bill DuBois has helped to build and implement a system so people have a place to go and take the test; verification documentation is then provided to both CJ Standards and Sheriffs' Standards so the Instructors can teach this block of instruction. Over 2,000 Instructors throughout the State have participated and taken the test.

Beginning in April 2015 Bill DuBois has created another delivery for the In-Service Coordinator class. This is for the person in your Agency that can help manage and coordinate In-Service training. This is a four hour class that will help your Agency move into the future for In-Service.

The on-line In-Service training has taken off. The Academy has done the 2015 Legal Update, 2015 JMST, and Domestic Violence. Things are going well on the new system and a lot of positive feedback has been received.

The Justice Academy has done away with "Blackboard" for on-line training. They are working with Google Education and Envisage to help with Acadis Readiness. The main function of this system is on-line registration. May 04, 2015 is the targeted "kick-off" date. Faxed registrations will still be accepted, but automated registration is what the Justice Academy is working towards for the future.

Sheriff Alan Cloninger asked Mr. Strickland if an email video/tutorial could be sent out to the Sheriffs' offices. Mr. Strickland acknowledged that they will be able to provide an instruction tutorial for Acadis Readiness on-line registration once they have met their targeted "kick-off" date. Mr. Strickland will communicate with Eddie Caldwell of the NC Sheriffs' Association to get the Sheriffs' email addresses.

Mr. Strickland asked the Commission Members if there were any other questions. Negative response.

***NC Sheriffs' Association**

Eddie Caldwell

Mr. Caldwell informed the Commission that the Sheriffs' Association is working with both the Sheriffs' Standards Division and Criminal Justice Standards Division on Military BLET and the pending legislation. The issue has been around for a couple years to provide veterans credit for training received during their time in the military to off-set hours required for BLET. They are all working together towards a compromise with the potential sponsor of the Bill that provides the veterans who want to come into law enforcement in North Carolina with the appropriate credit for training received in the military; but also ensure they are receiving enough training to adequately do the job and understand the difference between what they can do in the civilian world versus what they did as Military Police in the military world.

The Sheriffs' Supplemental Pension Fund (SSPF) is administered by Julia Lohman and Diane Konopka on the Commission's behalf through the Sheriffs' Standards Division. The benefits are down and have been going down for the last four to five years because of a decrease in court costs and retired Sheriffs living longer. The Legislative priority for this year is to try and get the problem fixed. The Sheriffs' Association met with Julia Lohman and the Department of Justice Financial Division staff to try and figure out a solution.

The Sheriffs' Association has secured a Bill sponsor in the Senate and the House to get the Bill introduced this Legislative session to address the SSPF funding. Once the Bill is introduced and they get the number the Sheriffs' Association will contact all the active and retired Sheriffs' about what the Bill does and what the number is so they can contact their representatives to help get the Bill passed.

Currently, the Supplemental Pension Fund is funded by \$1.25 from court cost funds. Calculations show that amount is funding about one half of what is needed to get the current roster of Sheriffs' their full benefit. It is important to communicate with your legislative representatives that we are not trying to improve the benefit. The goal is to be fully funded so retired Sheriffs can receive the maximum benefit they are entitled to according to the law. Currently, the Supplemental Pension Fund is not fully funded.

Sheriffs' Standards Division funding was discussed at previous Commission Meetings with regard to the statutory language that makes it impossible for Sheriffs' Standards funds to roll-over at the end of the year. A provision is being worked on to change the language to keep the funds from reverting.

Mr. Caldwell shared a quote from House Speaker Tim Moore. Mr. Moore was asked a question about the Racial Profiling Bill that was introduced at the beginning of the week. A portion of Mr. Moore's response stated that "he would want to go back to the law enforcement community and the Training and Standards and see what they believe works best." Mr. Caldwell thought it to be very notable that the Speaker of the House recognized and spoke to the role of both Commissions about the need to hear from the Law Enforcement community as well as Training and Standards about an issue that he felt was important.

The Sheriffs leadership institute offered a four week class over a 16 month period for the newly elected Sheriffs. There were 20 first time elected Sheriffs and 10 mid-term Sheriffs for a total of 30 Sheriffs who successfully completed their first two weeks of training. The first session was held in November 2014, and the second week was held in March 2015. The third week will be in September 2015, and the fourth week will be in March of 2016. This was a partnership of the NC Sheriffs' Association, Sheriffs' Standards Division, NC Justice Academy and the School of Government. The Sheriffs' Association is very appreciative to the Governor's Crime Commission. Sheriff Cloninger, Sheriff Knight, Sheriff Barnes and Sheriff Harrison serve on the Governor's Crime Commission and helped with the funding of that training.

The Spring Sheriffs' Association meeting will be held once again in Wrightsville Beach. The dates are April 27th – 29th 2015. Sheriff Ed McMahon will be hosting again.

Legislative Day will be held in Raleigh, NC on May 26th and 27th. Mr. Caldwell hopes the Sheriffs will hold those dates on their calendars to come and speak with our Legislators.

The Annual Training Conference will be hosted by Sheriff John Ingram this year at Sunset Beach in Brunswick County. The conference dates are July 25th – 29th 2015.

The Risk Management Policy Manual project being worked on with Lexipol and funded by the Governor's Crime Commission is going well. The service is free for the first two years. A fee will be charged in the third year to keep the manual up to date. The cost for the third year was reviewed by Sheriffs on the Executive Committee and the consensus is that the fee schedule is reasonable, whether it is for a small county like Camden or a large county like New Hanover. Approximately 50 Sheriffs Offices and 50 Police Departments have signed up. A lot of counties are partnering with their Police Chiefs to let them know about the policy manual option.

Mr. Caldwell stated that one of the questions he has received is if there will be a similar Policy Manual for custody. The Lexipol Company is currently working on a Policy and Procedures manual for the jail. There has been discussion about having a free introductory period like they did for the Risk Management Policy Manual. Lexipol is not in the position to do that so it will be on a subscription basis. In the next couple of months you should be hearing more about that and Mr. Caldwell believes Lexipol will be at the Annual Training Conference.

Mr. Caldwell completed his report and asked if there were any questions. Negative response.

***Community Colleges**

Tracy McPherson

Ms. Tracy McPherson announced that she has one update about the GED. Nationwide, the GED is now owned by a private company, Pearson-Vue, and has to be taken on a computer now. In addition, competitors have arisen and the GED is not the only show in town. In North Carolina, in addition to the GED, the Hiset and TASC are available options towards earning a High School Equivalency Diploma. Ms. McPherson provided a handout [See **Attachment #2**] that shows the three options. With regard to review of applicant packets and certification, the High School Equivalency Diploma will look the same as before for the State of North Carolina. If the certificate comes from out of State, each State will have their own diploma but it will vary with what assessments those states are using. Ms. McPherson noted these tests are more expensive than in the past.

Chairman Brad Riley asked if there were any questions. Negative response.

***School of Government**

Jamie Markham

Mr. Markham wanted to address questions he received from the field with regard to sex offenders and the law. Some of those questions have to do with where they can reside or where they can go, and there have been some issues in the news media this week related to Church.

Mr. Markham offered his help with answering any questions or responding to any training needs.

There have been questions with regard to recent State-Wide Misdemeanant Confinement Program changes made by the Legislature effective January 01, 2015; and the increased DWI population in the jails. Some of the questions are: how to apply jail credits, how to count the days, and whether the time gets cut in half. By statute, the jails have to follow prison regulations about the way those sentences are administered, however the prisons no longer have the DWI inmates other than some that were already there or will remain there for safe keeping.

DWI sentences are very complicated and are more complicated than capital cases in the way sentences are administered. Mr. Markham and the School of Government are more than happy to help with any questions or needs.

Chairman Riley asked if there were any questions. Negative response.

***Criminal Justice Standards**

Steven Combs

Mr. Combs addressed the Commission with regard to a proposed rule change they will bring before their May 2015 Criminal Justice Commission Meeting. The rule change has to do with the transfer of Deputies over to the Criminal Justice Division. The goal for this rule change is to have consistency. A copy of the proposed rule was provided. [See **Attachment #3**]

The proposed rule states that if you are a sworn deputy and have no break in service, with either probationary or general certification, you will be able to transfer right over to the Criminal Justice Division.

If a deputy goes to an active reserve status, that person will be allowed to transfer right over to the Criminal Justice Division as long as the in-service training has been completed.

If a deputy is inactive or reserve deputy status and the in-service training has not been completed, then Criminal Justice Standards will view that as a break in service. This is consistent with the way the Criminal Justice Commission treats their certified officers.

Currently, the Criminal Justice Standards Division requires that in-service training be completed every year or it is considered a break in service.

Another issue being addressed by the Criminal Justice Commission is in regard to the Sheriffs' Challenge option. Previously, the BLET challenge was not recognized by the Criminal Justice Commission. The proposed rule states the challenge will be acceptable if the person has two (2) years active service before they transfer over to the Criminal Justice side.

If a person has been inactive for three (3) years and has not completed in-service training, that person would have to complete BLET.

If a person has been inactive between one (1) and three (3) years and has not completed their annual in-service training, Criminal Justice Standards will review each case and determine if their requirement will be to complete the 96 hours Legal component of the BLET training or if they will have to complete all of BLET.

Concerns were raised by members of the Sheriffs' Standards Commission with regard to the negative effect the proposed rule would have on the current roster of inactive deputies. A good number of deputies would fall into the three (3) + year timeframe of not completing the in-service training. Steven Combs offered to raise those concerns at the May Criminal Justice Commission Meeting.

A point was raised that a timeframe would need to be established to provide individuals the opportunity to catch up with in-service training and be recognized as certifiable. Mr. Combs was asked if firearms qualification would be required. Mr. Combs acknowledged that firearms qualification would be required. Concerns were raised with regard to the cost of workers compensation the Sheriff's Offices would have to carry due to the firearms qualification.

Mr. Combs was asked what the next step would be. His response was that the proposed rule would go through their Standards Committee first and then onto the Commission. He offered to keep the Sheriffs' Commission informed. Once a rule is approved by the Criminal Justice Commission, the effective start date of that rule would be approximately a year after approval.

Chairman Brad Riley thanked Steven Combs for the partnership forged between the Criminal Justice Commission and Sheriffs' Standards Commission. Chairman Riley asked if there would be a chance to include a couple Sheriffs' Standards Commission members to participate in the next step of moving the proposed rule forward. Mr. Combs welcomed the participation. Chairman Riley stated that he would work with Director Julia Lohman to coordinate the effort.

IV. OTHER REPORTS

***Probable Cause Committee**

Diane Konopka

Sheriff Jerry Monette reported that the Probable Cause Committee met March 11, 2015, and during that session, the Committee reviewed a total of 40 cases. In 17 cases, Probable Cause was found and one (1) case was tabled for further inquiry. No Probable Cause was found in 10 cases, three (3) cases were postponed until the September 2015 meeting, One (1) case was separated prior to Probable Cause, and eight (8) cases were closed pursuant to the Consolidated Probable Cause Policy.

***2016 In-Service Training**

Bill DuBois and Tim Fuss

Mr. Bill DuBois introduced the 2016 Law Enforcement In-Service training topics on behalf the the Joint In-Service Sub-committee [**See Tab #1 of Attachment #5**]. The 2016 Topics were approved by the Sheriffs' Commission in December. The assignment of Instructors and Developers began in January to create the 2016 Objectives and they were presented to the Joint In-Service Sub-committee. The Joint In-Service Sub-Committee only made minor changes. Bill DuBois directed the Commission to Tab 1 of the Division Report for the finalized 2016 Objectives. Mr. DuBois went over the required topics: 2016 Firearms Training and Qualification, 2016 JMST – The Color of Justice, 2016 Legal Update, 2016 Human Trafficking Awareness, and NC Firearms Laws: Citizens and Guns. Topics of Choice include: Law Enforcement Intelligence Update, Recovery of Mobile Devices/Preservation of Electronic Evidence, Body Worn Camera/Video Evidence, and Leadership: Modeling Appropriate Behaviors.

A **MOTION** was made by Sheriff Alan Cloninger to accept the 2016 Law Enforcement In-Service Topic Objectives; Seconded by Sheriff Jerry Monette. **MOTION CARRIED.**

Mr. Tim Fuss introduced the 2016 In-Service Detention Training Topic Objectives [**See Tab #2 of Attachment #5**]. The 2016 In-Service Detention Training Topic Objectives were presented to the Joint In-Service Sub-committee in January. The Joint In-Service Sub-Committee only made minor changes. Mr. Fuss directed the Commission to Tab 2 of the Division Report for the finalized 2016 Objectives. Mr. Fuss went over the required topics: Career Survival: Stop! Think About What You Are Doing, Communicable Diseases, Detention Intelligence Update, and Understanding PREA. Topics of Choice include: Fundamentals of Evidence Collection in the Detention Facility, Inmate Movement, and Leadership: Modeling Appropriate Behavior. Mr. Fuss asked if there were any questions. Negative response.

A **MOTION** was made by Mr. Nichols to accept the 2016 Detention Training In-Service Topic Objectives ; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

Mr. Tim Fuss did add a side note with regard to Detention. Mr. Fuss had the opportunity to work with Jamie Markham at the Leadership Institute thanks to Mr. Caldwell. The new Sheriffs were asked to communicate with their Jail Administrators regarding Rule 14J. The regulations governing the jail are going under review and will be open for public comment.

Mr. Tim Fuss introduced the 2016 In-Service Telecommunicator Training Topics Objectives [**See Tab #3 of Attachment #5**]. The 2016 In-Service Telecommunicator Training Topics Objectives were presented to the Joint In-Service Sub-committee in January. Mr. Fuss directed the Commission to Tab 3 of the Division Report for the finalized 2016 Objectives. Mr. Fuss went over the required topics: Communicating Effectively with Crisis Callers, Becoming a Leader in the Communications Center, and Handling Suicide Callers. Topics of Choice include Law Enforcement Intelligence Update, Officer Safety – Responding to Crimes Off-Duty, Recognizing and Managing Stress. Mr. Fuss asked if there were any questions. Negative response.

A **MOTION** was made by Sheriff Steve Bizzell to accept the 2016 Telecommunicator In-Service topic Objectives; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

V. PLAQUES/AWARDS/RESOLUTIONS - (Attachment #4)

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

Chairman Brad Riley presented certificates/awards to:

William Robert Byrd – *Advanced Law Enforcement Professional Certificate* – Davie County.
Kemely Terrell Pickett – *Advanced Detention Officer Certificate and Service Award* – Sampson County.

Major Pickett presented the Advanced Service award to:

Connie Ann Hall– *Advanced Service Award* – Sampson County.

Chief Deputy Howell presented the Advanced Law Enforcement Professional Certificate to:

James Thomas Williams, Jr. – *Advanced Law Enforcement Professional Certificate* – Anson County.

VI. DIVISION REPORT

Julia Lohman

Director Lohman distributed the Division Report to all Commission members.
(See Attachment #5, Division Report)

***Military Waiver**

Director Lohman directed the Commission members to Tab 4 of the Division Report. This section addresses Military Waiver Proposed Legislation and includes a memorandum from Joseph P. Dugdale, Chief Deputy General Counsel for the Department of Public Safety. The proposed legislation is for only the 96 hour Legal Unit to be completed for individuals with prior military experience. Criminal Justice Standards Director Steve Combs had a conversation with

Chief Deputy General Counsel Joseph Dugdale and asked if they would accept the 325 hours that their committee came up with. Chief Deputy Dugdale will speak with General Lusk and get back to Director Combs. So far, the legislation will only affect Criminal Justice.

Mr. Eddie Caldwell, NC Sheriffs' Association addressed the Commission and stated that he had a lengthy conversation with Representative Chris Whitmire who is a decorated and distinguished veteran himself. The goal is the same, to give our Veterans as much credit possible so they don't have to take courses that are redundant.

Nobody wants our Veterans to come back and get into Law Enforcement jobs without receiving the appropriate training needed for their own protection and the public's protection. The initial Criminal Justice Standards proposal to their Commission was 474 hours and that was ultimately adopted by the Criminal Justice Commission. The military folks think 474 hours is too high. A new proposal put forward by Criminal Justice Standards is 325 hours and the National Guard seems comfortable with that. This proposal will be put forth at the May 2015 Criminal Justice Standards Commission Meeting.

Mr. Caldwell also informed the Commission that Representative Chris Whitmire spoke with Scott Rawls, President of the Community College System, regarding the need for appropriate training available through the Community College System. The Blue Ridge Community College is in Representative Whitmire's district and a Military Police unit is in the area. Representative Whitmire believes there would be enough people interested for a pilot program in that area.

***Legal Counsel**

Matthew Boyatt

Mr. Boyatt addressed an issue with regard to the Andrew Anderson case which was presented to the Sheriffs' Standards Commission for Final Agency Decision, March 11, 2015. The Commission deliberated and adopted a decision to accept the Administrative Law Judge's proposal to deny his application for certification. Mr. Anderson faxed a letter to Chairman Riley's attention stating that he is under stress and had got the date wrong. Mr. Anderson is requesting that the Sheriffs' Standards Commission hold his matter open until 2:00 pm today, March 12, 2015, if you see fit to hear it.

Mr. Boyatt stated that Mr. Anderson and his attorney, Mr. Michael McGinnis, were both given service via certified mail on December 29, 2014 notifying him that his case would be deliberated this month and that he needed to be there to protect his rights. Mr. Boyatt sent a second letter via certified mail on March 02, 2015 notifying Mr. Anderson again that his case would be heard at this facility providing the date and time. Mr. Anderson did personally sign for that letter and could have been here first thing this morning but instead sent a fax. If you decline his request to reopen the case, Mr. Anderson has 30 days to appeal this decision to Superior Court.

A **MOTION** was made by Sheriff David Mahoney to deny Mr. Andrew Anderson's request to reopen his; seconded by Mr. Mark Nichols. **MOTION CARRIED.**

***Firearms Qualification Form**

Julia Lohman

Director Lohman directed the Commission members to Tab 5 of the Division Report. This section addresses a minor change Criminal Justice Standards made to the form. The range qualification section was moved to the top of the second page. Also, an administrative decision was made that Criminal Justice Standards will no longer accept a stamped or electronic Instructor's signature.

Currently, the Sheriffs' Standards Division does accept both stamped and electronic signatures on all types of forms including firearms qualification. The Criminal Justice administrative change has not been implemented with the Sheriffs' Standards Division unless the Commission would like to do so. The Sheriffs' Standards Commission members are in favor of not accepting a stamped or electronic signature on the Firearms Qualification Record (F-9A).

A **MOTION** was made by Sheriff Steve Bizzell to not allow stamped or electronic signatures on the Firearms Qualification Record (F-9A) after July 01, 2015 and it must be signed by the Instructor or a designated representative; seconded by Mr. Robert Wisecarver. **MOTION CARRIED.**

Mr. Bill DuBois offered to send out the Notification of this new administrative change to all In-Service Training Coordinators via the Criminal Justice database.

Mr. Chris Batten stated that when he is performing his audits, he will also inform the Sheriffs' Offices of this change.

***Requests for Extensions and Waivers
(See Attachment #5, Tabs #6 & #7 of the Division Report)**

Extensions Authorized by Chairman Brad Riley

- Jackie Wilson – Anson County
- Loria Moore – Columbus County
- Crystal Sadler – Pamlico County
- William Wiley – Transylvania County
- Melissa Hatcher – Lenoir County
- Rodney Henderson – Vance County
- Jason Hamlett – Brunswick County

A **MOTION** was made at 10:50 A.M. by Sheriff Jerry Monette to enter into closed session to deliberate on the request to Rescind the Separation for Donyell Weaver and requests for Waiver; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

A **MOTION** was made at 10:55 A.M. by Sheriff Jerry Monette to enter into open session; Seconded by Sheriff Alan Cloninger. **MOTION CARRIED.**

Requests to Rescind Separation

Donyell Weaver	Deputy Sheriff	Edgecombe County
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Requests for Waiver

Timothy Hauser	Deputy Sheriff	Caldwell County
Jessica D. Mouzon	Deputy Sheriff	Mecklenburg County

A **MOTION** was made by Sheriff Alan Cloninger to grant all of the above requests; seconded by Sheriff Ricky Oliver. **MOTION CARRIED.**

***Next Commission Meeting**

Director Lohman stated the next Commission Meeting will be held June 17th and 18th 2015 at the Caldwell County Public Library in Lenoir, NC. Director Lohman reminded the Commission Members that this is a revised date.

VII. ADJOURNMENT

A **MOTION** was made at 11:00 A.M. by Sheriff Alan Cloninger to adjourn the March 12, 2015 meeting; Sheriffs' Commission meeting; Seconded by Sheriff Steve Bizzell. **MOTION CARRIED.**