

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

**DATE:** December 10, 2021

**TIME:** 8:30 A.M.

**SUBMITTED BY:** Diane Konopka, Director Sheriffs' Standards Division

**I. CALL TO ORDER**

**Chairman Sheriff Alan Cloninger**

The North Carolina Sheriffs' Education and Training Standards Commission's Final Agency Decision meeting was called to order by Sheriff Alan Cloninger on Friday, December 10, 2021, at 8:30 AM. The Final Agency Decision meeting was held at the Guilford County Sheriff's District 2 Office, 440 Millstream Rd., McLeansville, NC 27420.

Chairman Cloninger requested a roll call of Commission members. Alex Radford recorded the following:

**MEMBERS PRESENT**

Sheriff Shelton White  
Sheriff Jack Smith  
Sheriff Landric Reid  
Sheriff Ricky Oliver  
Sheriff Alan Jones  
Sheriff David Mahoney  
Sheriff Alan Cloninger  
Sheriff Ed McMahan  
Sheriff Mike Roberson  
Sheriff John Ingram  
Retired Sheriff David Smith  
Sheriff Alan Norman  
Ms. Tracy McPherson  
Mr. Jamie Markham

**MEMBERS ABSENT**

Sheriff Terry Johnson  
Sheriff Doug Doughtie  
Mr. Marc Nichols

## **STAFF**

Diane Konopka - Director, Sheriffs' Standards Division  
Sirena Jones - Deputy Director, Sheriffs' Standards Division  
Alex Radford - Sheriffs' Standards Division  
Bob Pickett - Legal Counsel, NC Department of Justice

Sheriff Cloninger declared a quorum was present.

Chairman Sheriff Cloninger asked the Commission to recognize Diane Konopka and wish her the best in retirement. In appreciation of her service as Director, the Sheriff's Commission presented her a with service award for the time and dedication to her position.

Host Sheriff Danny H. Rogers welcomed the Sheriffs' Commission Members and guests to Guilford County.

In the first order of business, Legal Counsel Bob Pickett 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 Bob Pickett 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**

Eddie Caldwell - NC Sheriffs' Association  
Richard Squires - NC Criminal Justice Training and Standards Division  
Lacey McVey - NC LEA  
Trevor Allen - NC Justice Academy  
Alex Gazaway - NC Justice Academy  
Susan Gillis - NC Justice Academy  
Sirena Jones - Sheriffs' Training and Standards Division  
Laurie Austen - NC Justice Academy  
Amanda Stephenson - NC Justice Academy  
Seth Dearmin - North Carolina Attorney General's Office

Chris Batten - Sheriffs' Training and Standards Division  
 Jeryl Anderson - Orange County Emergency Services  
 Sheriff Clarence F. Birkhead - Durham County Sheriff's Office  
 Keischa Lovelace - Durham County Legal  
 Elizabeth Morris - FMRT  
 Holly Lloyd - FMRT

**II. MINUTES OF 09/2021 MEETING**

**Sheriff Alan Cloninger**

A **MOTION** was made by Sheriff David Mahoney to approve the minutes of the September 2021 meeting; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

A **MOTION** was made by Sheriff Alan Norman to approve the minutes of the October 2021 teleconference meeting; Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

**III. CERTIFICATES/AWARDS/RESOLUTIONS – [Attachment #1]**

A **MOTION** was made by Sheriff Ricky Oliver to approve the list of Professional Certificates and Service Awards; Seconded by Sheriff Shelton White. **MOTION CARRIED.**

**IV. INFORMATIONAL REPORTS**

**\*Durham County Sheriff's Office**

**Sheriff Clarence F. Birkhead**

Sheriff Clarence Birkhead addressed the Sheriffs' Commission concerning DOCC and BLET training regarding Durham County Sheriff's Office. Sheriff Birkhead and his department's Legal Advisor, Keischa Lovelace, presented the Commission with a plan to accommodate the requirements for deputies to receive training that will help modernize their department's ability to work through the Covid-19 pandemic. The plan would authorize a detention officer certification course for North Carolina certified law enforcement officers. The course would focus on the laws, regulations, principles and skills requisite for detention officers without repeating content

for which these officers have demonstrated mastery through BLET examination, related training and experience.

Sheriff Cloninger proposed a working group to come up with a plan to create a path that would allow certified deputies to receive the specific detention officer training that is not covered in BLET and thus allow for dual certification.

Laurie Austen and Amanda Stephenson with the North Carolina Justice Academy, Chatham County Sheriff Mike Roberson, Durham County Sheriff Clarence Birkhead, Community Colleges representative Tracy McPherson and Autumn Hannah with Sheriffs' Training and Standards Division will all be a part of the working group for this project.

Chairman Cloninger addressed the Commission and said how important this change was and felt that if the working group could work quickly on this, the Commission could convene for special meeting to vote on rule change, if needed. This plan should be completed by the March 2022 meeting and possibly sooner if everything was in order before then.

**\*Orange County Emergency Services**

**Jeryl Anderson**

Ms. Jeryl Anderson with the Orange County 911 Emergency Services addressed the Sheriffs' Commission with a request approval to deliver the Mandated In-Service Training (MIST) topic 2022 Community and Responder Engagement: Identifying the Telecommunicator's Role, in an on-line format. This two (2) credit block is currently designated as "classroom only" training. For many agencies this is or will become a problem because they will not be able to remain in compliance with the mandate to complete 16 in-service training credits if they cannot get that one class completed in person. Ms. Anderson stated she brought up this concern at the School Directors' Conference in October 2021; however, the North Carolina Justice Academy stated that the recommendation for an in-person format, for this particular course, came from the Joint In-Service Committee.

Most agencies are dealing with a staffing shortage due to the Covid-19 pandemic and transitioning over to virtual learning has become more popular than ever. Ms. Anderson felt that this two (2) credit virtual class would benefit not only her agency but other agencies as well if the training was required to be taught in an in-person format.

For 2022, move Community and Responder Engagement to a topic of choice, and move the 2022 optional/choice topic to a mandated topic.

A motion was made by Sheriff Mike Roberson to approve the recommendations; seconded by Sheriff Landric Reid. **MOTION CARRIED**

**\*The FMRT Group**

**Elizabeth Morris**

Elizabeth Morris of the FMRT Group addressed the Sheriffs' Commission to discuss the potential for automating the Sheriff's Standards F-3 form. FMRT began 17 years ago when both Dr. Warren and Elizabeth Morris identified the need to better support public safety professionals in North Carolina by improving psychological and medical services. Since 2006 FMRT's clinical, management, and client support staff have raised the standard for public safety psychology and medicine and have helped maintain best practices in these fields. Through legally defensible clinical evaluations, FMRT helps share the liability with public safety employers and has completed more than 68,000 pre and post hire psychological evaluations in North Carolina.

Part of defensibility assurance includes collecting and maintaining data. FMRT's dual boarded forensic and police and public safety psychologist and founder wanted to capture data from both Criminal Justice and Sheriffs' Training and Standards personal history forms; specifically to study, use interactively with other screening tools, and have a completed F-3 for clinical review.

The Commission thanked Ms. Morris for her presentation and decided to table any decision on in this matter until the next meeting.

**\*North Carolina Sheriffs' Association**

**Eddie Caldwell**

Mr. Eddie Caldwell of the North Carolina Sheriffs' Association addressed the Sheriffs' Commission and provided an update from the Sheriffs' Association.

Mr. Caldwell stated that the North Carolina Sheriffs' Association fall meeting was held in November. It was a successful meeting offering a lot of training. The Jail Administrators' Leadership Institute concluded its first week of training and the second week is scheduled for January 9<sup>th</sup> – 14<sup>th</sup> at the Rizzo Center on UNC's campus. Graduation will be held on January 14<sup>th</sup> 2022. As always, all 100 sheriffs are invited and welcome to come.

The spring meeting will be held April 23<sup>rd</sup> – 26<sup>th</sup> 2022, at the Hilton on the Northside of Myrtle Beach, South Carolina. The Executive Committee will meet on April 22, 2022.

Next year, in 2022, the North Carolina Sheriff's Association will celebrate its 100<sup>th</sup> anniversary. The annual business conference is scheduled for July in Asheville at The Omni Grove Park Inn. The notice with all the information for that meeting will be distributed the second week of January 2022.

Mr. Caldwell reported that one of the things the Association was working on with the Legislature is funding to support the Sheriffs' Standards Division, the Criminal Justice Standards Division and the North Carolina Justice Academy – all of which work very closely together to ensure professional training and standards for law enforcement across the state. The budget finally came out in late November 2021, and the funding for all three Divisions was approved.

House Bill 312 was implemented to ensure that no candidate for the Office of Sheriff have a felony conviction or an expunged felony conviction. Any individual filing for candidacy must obtain a Disclosure Statement from the Division confirming they are eligible under this law; and these Disclosure Statements are valid for a period of 90 days. The current suspension of the filing period could result in some of these statements being beyond the 90 day mark. Be sure not to file with an out of date certificate.

Mr. Caldwell expressed his gratitude regarding two items in Senate Bill 300 which impact both the Criminal Justice and Sheriffs' Standards Commissions. Specifically, Section 12, which exempts the Commissions from the annual rule making requirement to amend mandatory in-service training topics. These topics are changed every calendar year, and going through that process puts a lot of work on Training and Standards staff.

Section 17 of Senate Bill 300 clears up any potential ambiguity in the statutes about whether the two Standards Commissions were under Article 3 or Article 3a under the Administrative Procedures Act. The difference is that under Article 3a, agencies have final decision making authority in administrative hearings. Final Decisions for Article 3 agencies are made by an administrative law judge. The passing of this bill resolved any ambiguity and clarified the Article 3a status of both Commissions.

Mr. Caldwell further advised that the final legislative report will be out soon. It will include an analysis of everything that was done by this year's General Assembly that impacts the office of the sheriff, law enforcement and the entire criminal justice system.

**\*North Carolina Law Enforcement Accreditation Program (NCLEA)**

**Lacy McVey**

Ms. Lacy McVey addressed the Sheriffs' Commission and stated that the NCLEA program is moving forward with its six pilot agencies. Those pilot agencies are: Black Mountain Police Department, Brunswick County Sheriff's Office, North Carolina State University Police Department, Orange County Sheriff's Office, Roxboro Police Department and Wilmington Police Department. NCLEA is currently creating example assessments to utilize as a training tool for agencies that are not experienced with the accreditation process. Ms. McVey stated they will begin doing interviews and orientations with these pilot agencies in the coming weeks.

**\*North Carolina Justice Academy [Attachment #2]**

**Trevor Allen**

Director 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 with a summary of news and events including personnel updates, as follows:

- On 1/01/2022, Alice Butler and Marla Norville will both be retiring. Alice worked as an Instructor in the MIST program. Marla worked as a graphic designer and videographer for

the Justice Academy. Job descriptions are being updated for both and these positions will be posted shortly.

- A candidate for the Instructor/Developer position that serves as School Director for Physical Fitness Instructor Training has been selected with hopes they will be hired on soon.
- On 2/01/2022, Stacy Holloman will retire. He retires with over 35 years of service with the Kinston Police Department and the North Carolina Justice Academy.

Director Allen provided some current NCJA training statistics:

- In-person Courses: 492
- In-person Students: 9,166
- On-line Completions (predominantly MIST): 164,880
- Instructor Update completions: 6,752
- SRO Update: 2,492

Director Allen also reported on new courses and events. Courses currently being delivered include training in the areas of Use of Force: Decision-Making, Gracie Survival Tactics, Hate Crimes, Internal Affairs, A.L.E.R.R.T. and National De-Escalation Training Center (NDTC). The synopsis of the courses can be found on the attachment.

Director Allen stated that next year's Peace Officer Memorial Day Ceremony will be held Tuesday May 3<sup>rd</sup> 2022 at Englewood Baptist Church, located at 1350 S. Winstead Ave. in Rocky Mount.

Director Allen stated that there is a list of anticipated dates for 2022 Online In-Service training. All of that information can be found in the attachment.

Finally, Director Allen discussed the proposed objectives for 2023 MIST and made himself available for any questions.

A motion was made by Sheriff David Mahoney to approve the 2023 MIST objectives; seconded by Sheriff Landric Reid.  
**MOTION CARRIED**

**NCJA DOCC Proposed Revisions [Attachment #3]**

**Amanda Stephenson**

Ms. Amanda Stephenson provided an update to the Commission regarding the DOCC revisions. The DOCC advisory group met on November 5, 2021, and they discussed a few content changes. A lot of the changes were about inmate transportation and subject control. The legal aspects of the

new law focused on transporting pregnant female inmates. All of the 2022 recommended language changes can be found in the attachment.

A motion was made by Sheriff Allan Norman to approve the recommended DOCC revisions; seconded by Sheriff Alan Jones.  
**MOTION CARRIED**

### **NCJA TCC Instructor/Developer**

**Susan Gillis**

Ms. Susan Gillis provided an update to the Commission regarding the TCC training and stated their advisory group met on November 30, 2021. They are currently working on the job task analysis and writing new objectives with the new material for telecommunicators. They do not see any issues with the timeline because it is not a complete rewrite of the objectives. The next TCC advisory group meeting is on 3/24/2022 and is open for anyone who is interested in joining. The proposed timeline has everything being completed for presentation to the Sheriffs' Commission on 6/17/2022.

One issue that arose from the TCC advisory group meeting was the need for training regarding stress. They would like your input and approval for a proposed Stress and Duty-Related Trauma Training for telecommunicators.

### **BLET Curriculum Updates**

**Alex Gazaway**

Mr. Alex Gazaway provided an update to the Commission regarding the BLET curriculum. Mr. Gazaway stated since their last report, the Justice Academy only has two lessons ready to be discussed. Both the firearms and SCAT advisory groups have met. SCAT training is proposed to increase by approximately 16 hours. Once finalized, recommendations from the firearms advisory group will be forwarded for legal review.

Mr. Gazaway stated that the Orientation block of instruction has been assigned to CJ Deputy Director Michelle Schilling. Ms. Schilling has been working closely with the School Directors on that information which will be forwarded to the Commissions for review.

Mr. Gazaway stated the Justice Academy has had a request for Standardized Skills Sobriety testing to be added to the Techniques of Traffic Law Enforcement block of training. However, since a specialty instructor certification is required to teach that course, they are considering making it its own training.

The Rapid Deployment and Crowd Management blocks are still under review because of the lengthy discussion from the last meeting. Both blocks will result in additional hours which will increase the current 640 BLET hours to a little over 700 hours.



Lastly, the Sheriffs' Commission will receive a SharePoint link that will show all BLET lesson plans, drafts, pre-legal drafts, revisions and final review. That link will be shared with the Commission soon after the meeting.

**\*Probable Cause Committee**

**Sheriff David Mahoney**

Sheriff David Mahoney reported that the Probable Cause Committee met on December 9, 2021. During that session, the Committee reviewed a total of 27 cases. Probable Cause was found in 10 cases with five (5) of those cases resulting in Consent Agreements. The four (4) Consent Agreements will be presented for approval today, and one (1) may be executed at the next meeting in March 2022. No Probable Cause was found in 10 cases. One (1) case was postponed until the March 2022 meeting. Six (6) cases were closed pursuant to the Consolidated Probable Cause Policy.

Chairman Cloninger asked the Commission members if there were any questions. Negative response.

A motion was made by Sheriff Alan Norman to approve the Probable Cause Committee's recommendation of the four (4) signed Consent Agreements [**Attachment #4**]; seconded by Sheriff Mike Roberson. **MOTION CARRIED**

**V. DIVISION REPORT**

**Diane Konopka**

Director Konopka presented the Division Report.

The Division still has several vacant positions. The Certification Specialist position that has been vacant since August 1, 2021 was re-posted. That posting recently closed and we hope to have a pool of suitable candidates. Our two vacant (30-40 hours per week) temporary positions also remain unfilled at this time.

The Division was fortunate to receive funding for three (3) additional positions. With these additional positions come additional responsibilities resulting from Senate Bill 300. As such, Division staff is working on a plan to redistribute some duties within the Division in order to better streamline processes. Work on these job descriptions is in process, with hopes that all positions are filled in the first quarter of 2022.

Division staff have resumed a schedule where most employees are primarily working in the office, though some positions may still telework up to two days per week.

The Acadis database project continues. The transition over to the Acadis database has been hampered by the complexities of the varied needs of the four entities sharing this database; as well as the limitations incurred by COVID-19. Envisage project coordinator(s) are expected to be on-site in the Division office the week of December 13-17 to work with Sheriffs' and Criminal Justice staff in furtherance of this project.

### **\*In-Service Training Reporting**

The Annual In-Service Training Reporting for 2021 is due in January. As has been the process for the past two years, reporting will be done via the online portal. Agencies will be provided with a username and password that will allow agency representatives to access their agency roster and document in-service training for their respective agencies.

### **\*Certified School Resource Officer (SRO) Compliance**

We will be asking each agency to document in-service/refresher training for certified School Resource Officers. Specifically, each agency will need to list their certified SROs and report whether or not those officers completed the mandated one (1) hour of refresher training. The refresher training is new for 2021 and is a requirement for SROs to maintain their SRO certification. This training is offered by the Justice Academy in an online format.

### **\*North Carolina Law Enforcement Accreditation Program (NCLEA)**

The CJ and Sheriffs' Standards Divisions have been awarded the Byrne/JAG Grant through the Governor's Crime Commission. This award amount is just under \$465,000.00 and will support the NCLEA program through October of 2023.

### **\*DOCC and TCC Job Task Analysis (JTA)**

The DOCC and TCC Job Task Analysis study has entered the curriculum development phase. The Justice Academy has provided a proposed timeline for the completion of this leg of the project. Division and Justice Academy staff met on Tuesday, December 7, 2021, with the vendor to further discuss plans for the steps to follow curriculum development which include piloting, test questions and validation for the course.

### **\*Compliance with Newly Enacted Legislation**

House Bill 312 requires that individuals filling for candidacy for election to the Office of Sheriff shall not have any felony convictions or expunged felony convictions, and that this be verified by a Statement of Disclosure prepared by the Sheriffs' Education and Training Standards Division. Currently, 249 applications have been received and 224 Disclosure Statements have been issued.

House Bill 300 requires that all Justice Officers initially certified 1/01/2022 or later must undergo a Psychological Screening Examination. A document clarifying the provisions of that requirement is attached.

### **\*Class B Misdemeanor Manual**

The Class B Misdemeanor Manual is published by the North Carolina Department of Justice and adopted by both Commissions as a reference guide used in determining an officer or applicant's eligibility to hold certification. This manual is reviewed approximately every five (5) years by a panel including staff from both Divisions, legal counsel and representatives from both Commissions. The last revision occurred in 2016.

This matter was addressed at the CJ Commission's November 2021 meeting by their Probable Cause Committee Chair Chief Ron Parrish; and they are asking that Sheriff Cloninger appoint two (2) members of this Commission to serve with that group.

Chairman Cloninger appointed Jamie Markham and Sheriff Shelton White to work with that group.

### **\*Electronic Signatures**

Also at their last meeting, the CJ Standards Commission voted to allow the use of electronic signatures on the Commission forms, with the exception of notarized forms such as the F-3, Personal History Statement. This decision was based largely on an opinion offered by DOJ Legal Counsel Jeff Welty. In an email dated 7/1/2021, Mr. Welty cited two North Carolina Statutes that allow for electronic signatures, stating that "G.S. 66-58.5 says that electronic signatures used in transactions involving public agencies 'shall have the same force and effect as a manual signature provided' that the signatures are unique and secure. Similarly, G.S. 66-317(a) provides that '[a] record or signature may not be denied legal effect or enforceability solely because it is in electronic form.'" He also indicated he did not believe the use of electronic signatures would pose any problems with Commission forms that are routinely admitted as evidence at Administrative Hearings; but if any question of authenticity were ever to arise, testimony as to the "uniqueness" of the signature and the password requirement for such a signature would be sufficient.

You may wish to consider whether or not you wish to allow electronic signatures, particularly in regards to F-9A, Firearms Qualification forms where you have denied such signatures in the past.

Chairman Cloninger stated that the Commission chooses not to make any changes today.

**\*Flexibility Regarding Certain Law Enforcement Training Courses (EO 240)**

Executive Order 240 was signed on November 30, 2021, by Governor Roy Cooper and allows the CJ and/or Sheriffs' Commission to waive or modify the requirement that BLET, DOCC and other courses be delivered in consecutive weeks. This Executive Order is in place through February 28, 2022. Chairman Cloninger and Mr. Caldwell, as well as CJ Chair Chief Chris Blue and the Chiefs' Association provided letters in support of this latest Executive Order. Previous similar Executive Orders 129 and 228 have provide like protections.

**\* Minimum Standards for Justice Officer – 12NCAC 10B .0301**

Division staff requests the Commission's approval to pursue amendment of rule 12NCAC 10B .0301. This rule requires any Justice Officer to undergo a psychological screening prior to their initial application or prior to going to work as a Justice Officer, effective January 1, 2022.

A motion was made by Sheriff David Mahoney to approve the proposed 12NCAC 10.B .0301 temporary rule [**Attachment #5**]; seconded by Sheriff Alan Jones. **MOTION CARRIED**

**\* Responsibilities: School Directors, Detention Officer Course – 12NCAC 10B .0704**

Division staff requests the Commission's approval to approve temporary rule 12NCAC 10B .0704.

A motion was made by Sheriff David Mahoney to approve the proposed 12NCAC 10.B .0704 temporary rule [**Attachment #6**]; seconded by Sheriff Mike Roberson. **MOTION CARRIED**

**\* Minimum Training Requirements – 12NCAC 10B .2005**

Division staff requests the Commission’s approval for an amendment to 12NCAC 10B .2005. This would comply with SB 300 to no longer require the Commission to go through the rulemaking process each year with regards to in-service training topics.

A motion was made by Sheriff Alan Jones to approve the proposed 12NCAC 10.B .2005 permanent rule [**Attachment #7**]; seconded by Sheriff Shelton White. **MOTION CARRIED**

**\* Admission of Trainees – 12NCAC 10B .0713**

Division staff requests the Commission’s approval to amend rule 12NCAC 10B .0713.

A motion was made by Sheriff Alan Jones to approve the proposed 12NCAC 10.B .0713 rule to stop collecting data [**Attachment #8**]; seconded by Sheriff David Mahoney. **MOTION CARRIED**

A motion was made by Sheriff Alan Jones to remove Section (e) of rule 12NCAC 10.B .0713 [**Attachment #8**]; seconded by Sheriff Ricky Oliver. **MOTION CARRIED**

Sheriff Mike Roberson voted against removing section (e) from the rule.

**\* Advance Certificates Paper**

Due to changes in the weight and quality of the paper provided by vendors, Division staff requests that they be allowed flexibility in the paper used for the Advance Certificate program; and that the same paper be used for all professional certificates. Currently in use are four (4) types of paper

used to differentiate between Deputy Sheriff, Detention Officer, Telecommunicator and Advance Service award certificates. Chairman Cloninger and the rest of the Commission, agreed with allowing this change.

A motion was made by Sheriff David Mahoney to allow the use of the same type of paper for all professional certificates; seconded by Sheriff Jack Smith. **MOTION CARRIED**

**\* Proposed 2022 Meeting Dates**

Division staff requests Commission approval for the following 2022 Commission Meeting dates and locations:

March 17-18, 2022 – Transylvania County

June 16-17, 2022 – Brunswick County

September 15-16, 2022 – Cleveland County

December 1-2, 2022 – Gaston County

The Commission approved the dates.

Before entering into Closed Session, Sheriff Cloninger recognized visitors in the room and invited anyone back into open session for discussion.

A **MOTION** was made by Sheriff David Mahoney to go into closed session; seconded by Sheriff Landric Reid. **MOTION CARRIED**

A **MOTION** was made by Sheriff Mike Roberson to enter into open session; seconded by Alan Jones. **MOTION CARRIED**

\*\*\*\*\*CLOSED SESSION REQUESTS FOR WAIVERS AND EXTENSIONS\*\*\*\*\*

Ms. Konopka summarized the Closed Session matters as follows:

The request for a DOCC extension for Evan Bass with the Montgomery County Sheriff's Office was approved.

The request for a DOCC extension for Rodney Fitch with the Cleveland County Sheriff's Office was approved.

The request for a DOCC extension for Jasmin S. Cash with Anson County Sheriff's Office was approved.

The request for Deputy William Charles Smith to have an extension to complete the (34) hour Sheriffs' Specific Unit was approved until the June 2022 commission meeting.

The request for a BLET waiver Kevin Webb Pruitt appointed by Cleveland County Sheriff's Office was denied.

A **MOTION** was made by Sheriff Shelton White to approve the waivers and extensions as summarized by Ms. Konopka; Seconded by Ricky Oliver. **MOTION CARRIED**

## VIII. ADJOURNMENT

A **MOTION** was made to adjourn the December 2021 Sheriffs' Commission meeting; Seconded. **MOTION CARRIED.**

# **Attachment 1**



Advance Professional Certificates  
December 2021

<u>Name</u>	<u>Advance</u>	<u>Agency</u>	<u>Telecommunicator</u>	<u>Detention</u>	<u>Deputy</u>
Jenna Marie VanHorn	Advance	Alamance County			Deputy
Timothy Camran Simms	Advance	Alexander County			Deputy
Michael Alan Gerard Sr	Advance	Beaufort County			Deputy
Tyrone Montrell Ruffin Sr	Advance	Bertie County			Deputy
Matthew L Roebuck	Advance	Bertie County			Deputy
Charles Benjamin Liles	Advance	Brunswick County			Deputy
Billy R Ayscue	Advance	Buncombe County		Detention	Deputy
Stephen Aaron Moore	Advance	Burke County			
Michaela Lynne Lake	Advance	Cabarrus County			Deputy
Adam Barrett Minor	Advance	Caldwell County	Telecommunicator		
William Troy Boston	Advance	Catawba County			Deputy
Robert Todd Huffman	Advance	Catawba County	Telecommunicator		Deputy
John Anthony Flynn	Advance	Chatham County			
Derek R Toney	Advance	Cleveland County			Deputy
Aaron Michael Shumate	Advance	Cleveland County			Deputy
Jonathan Wayne Morriss	Advance	Craven County			Deputy
Luis Salvador Ferrmin, Jr.	Advance	Cumberland County			Deputy
Troy Brandon Coltrain	Advance	Dare County			Deputy
Melinda Rae Sherrod	Advance	Dare County			Deputy
Mark Lindley Barnes	Advance	Davidson County			Deputy
Shanna Nicole Iceson	Advance	Durham County			Deputy
Tamekia D (Mack) Hart	Advance	Durham County			Deputy
John Edward Flamion III	Advance	Durham County			Deputy
Stephanie Luann Appel	Advance	Durham County	Telecommunicator		Deputy
Charles J Floyd Horton	Advance	Edgecombe County			
Leonard James Powell	Advance	Edgecombe County			Deputy
James Robertson Rae	Advance	Forsyth County			Deputy
Whitson Allen Frye	Advance	Forsyth County			Deputy
Nicole Alford Murphy	Advance	Forsyth County		Detention	Deputy
Ellen Denise Rivera	Advance	Forsyth County		Detention	
Karen Selina Money	Advance	Forsyth County		Detention	
Connie Lou Shelton	Advance	Forsyth County		Detention	
Wylonda Lilly Owens	Advance	Forsyth County		Detention	

Advance Professional Certificates  
December 2021

Diane Williams Hernandez	Advance	Forsyth County		Detention	
Robin Ann Bennett	Advance	Forsyth County		Detention	
Kevin Thomas White	Advance	Franklin County			Deputy
Casey Brett Tignor	Advance	Gaston County			Deputy
Timothy Ziska McCall	Advance	Granville County			Deputy
Bobby Anders	Advance	Guilford County			Deputy
Albert King III	Advance	Guilford County		Detention	Deputy
Stephanie Griffin	Advance	Harnett County			
Calvin Glenn	Advance	Henderson County			Deputy
Jason Lee Tweed	Advance	Henderson County			Deputy
Warren Lee Bradley	Advance	Henderson County			deputy
Brandon Charles Corn	Advance	Henderson County			Deputy
Kelly Brandon Oliver	Advance	Henderson County			Deputy
Jarid A Church	Advance	Iredell County			Deputy
Brian Fletcher	Advance	Iredell County		Detention	Deputy
Jimmy Ray Fraley	Advance	Lee County			
Richard L Callhoun	Advance	Lincoln County			Deputy
April C Poteat	Advance	McDowell County			Deputy
Aaron Ryan Sims	Advance	Mecklenburg County		Detention	
John Mills	Advance	New Hanover County		Detention	
Jeremie Harris	Advance	New Hanover County			Deputy
Melissa Brashier	Advance	New Hanover County			Deputy
Brent Daniel Harrell	Advance	Onslow County			Deputy
Keith Edward Johnston	Advance	Onslow County			Deputy
Jennifer Marie Sturm	Advance	Onslow County		Detention	Deputy
Daniel Ryan Jones	Advance	Orange County			
Jonathan David Daniel	Advance	Orange County			Deputy
Nathan O Fearrington	Advance	Orange County			Deputy
Zachary Jacob Baldwin	Advance	Orange County			Deputy
Christopher Ryan Muse	Advance	Pamlico County			Deputy
Alan Henry Roebuck	Advance	Pitt County			Deputy
Daniel E Hines	Advance	Pitt County			Deputy
Timothy Platt Banks	Advance	Pitt County			Deputy
LaToya K Cannonier	Advance	Pitt County		Detention	Deputy

Advance Professional Certificates  
December 2021

Timothy Stephen Davis	Advance	Polk County			Deputy
Randall William White	Advance	Randolph County			Deputy
Tahid D Rucker	Advance	Richmond County			Deputy
Payton Ryan Lingle	Advance	Rockingham County			Deputy
Thomas Ryan Burns	Advance	Rockingham County			Deputy
Tyler Allen Bare	Advance	Rowan County			Deputy
Joel Wayne Lentz	Advance	Rowan County		Detention	
Steven Lee Hopkins	Advance	Rowan County		Detention	
Michael Scott Murray	Advance	Rowan County		Detention	
Christopher Wayne Godwin	Advance	Sampson County			Deputy
Lynwood Travis Pope	Advance	Sampson County			Deputy
Jackson Ross Hunt	Advance	Union County			Deputy
Pilar Nieves	Advance	Union County			Deputy
Lori Sandy Pierce	Advance	Union County			Deputy
Calvin Glenn	Advance	Wake County		Detention	
Timothy Whitman	Advance	Wayne County			Deputy
Sharon Diaz	Advance	Yadkin County			Deputy

Advance Service Awards  
December 2021

<b>Name</b>	<b>Advanced Service Award</b>	<b>Years of Service</b>	<b>Agency</b>	<b>Detention</b>	<b>Deputy</b>
Timothy Camran Simms	Advanced Service	20.1	Alexander County		Deputy
Luke Waylon Szabo	Advanced Service	21.1	Cabarrus County		Deputy
Aaron Sean Barlowe	Advanced Service	20.9	Caldwell County		Deputy
William Troy Boston	Advanced Service		Catawba County		Deputy
Amber Nicole Morris	Advanced Service	20.1	Catawba County		Deputy
Milton E Teasdale	Advanced Service	25	Cherokee County		Deputy
Leonard James Powell	Advanced Service	22.5	Edgecombe County		Deputy
Wylonda Lilly Owens	Advanced Service	22	Forsyth County	Detention	
Diane Williams Hernandez	Advanced Service	28	Forsyth County	Detention	
Robin Ann Bennett	Advanced Service	23.1	Forsyth County	Detention	
Kevin Thomas White	Advanced Service	21.5	Franklin County		Deputy
Timothy Ziska McCall	Advanced Service	20.3	Henderson County		Deputy
Jonathan Michael Tankersley	Advanced Service	20.4	New Hanover County		Deputy
Amy Womble	Advanced Service	25.1	New Hanover County		Deputy
Burton Womble	Advanced Service	25.2	Rowan County	Detention	
Michael Scott Murray	Advanced Service	20	Stanly County		Deputy
Kimberly Almond Thompson	Advanced Service	22.6	Surry County		Deputy
Reta G Nichols	Advanced Service	26.3	Wake County		Deputy

# **Attachment 2**

**NC JUSTICE ACADEMY REPORT**  
**SHERIFFS' EDUCATION AND TRAINING STANDARDS COMMISSION**  
December 10, 2021

**PERSONNEL**

On January 1 Alice Butler and Marla Norville will retire. Marla did graphic design and photography for our West Campus staff; Alice was an Instructor/Developer assigned to our In-service section.

This week we conducted interviews for our vacant Instructor/Developer position overseeing the Specialized Physical Fitness Instructor program.

On February 1, 2022 Stacy Holloman will retire. He retires with over 35 years of service to the Kinston Police Dept. and NCJA.

**STATISTICS**

In-Person Courses: <u>492</u>	In-Person Students: <u>9,166</u>	Online Courses: <u>114</u>
Online: <u>164,880</u>	Instructor Update: <u>6,752</u>	SRO Update: <u>2,492</u>

**NEW COURSES AND EVENTS:**

Use of Force: Decision-Making: One week (Legal, Simulator, De-escalation, Report Writing) – Spring 2022.

Gracie Survival Tactics: Pilot class late December – evaluating options.

Hate Crimes Training: Awareness/Recognition (line officers); Investigations (Investigators) – Late Spring 2022

Internal Affairs: New 16-hr. curriculum in collaboration with NCSHP and NCSBI. Piloted on 11/9-10/21 (20 students); Edneyville and Currituck in January 2022.

A.L.E.R.R.T.: Jan.31 – Feb 4, 2022 (Level-I) - Edneyville

NDTC: Begin delivery in March 2022 (ten courses in 2022)

BLET Revision Update – Presented by Alex Gazaway

International Training:

1. September 30 - Hosted Kenyan Administration Police LEOs as part of the EMPoWER Program (Engaging Multinational Police Women on Equality and Rights) - joint initiative of ICITAP and US Dept. of State)
2. Nov. 9-11 - Provided online training with Roxboro PD Chief Hess for OSCE (Organization for Security and Cooperation in Europe) in Kosovo. The training was on "Improving communication between government, public safety, and the citizenry."

Peace Officer Memorial Day: Ceremony on 5/3/22 at 10:00 AM  
Englewood Baptist - 1350 S. Winstead Ave. in Rocky Mount

MIST – All required LE topics, plus SRO and GI updates online by 1/1/22.

## 2022 In-Service Online - Anticipated Dates

Date	Title	R/TOC	Credits
1/1/2022	2022 General Instructor Update: Breaking the Ice		1
1/1/2022	2022 School Resource Officer: Interview or Interrogation?		1
1/1/2022	LE 2022 Creating a Safety Net (IMST)	R	2
1/1/2022	LE 2022 Domestic Violence: The Psychology of Whether to Stay or Go	R	2
1/1/2022	LE 2022 Ethics: Preempting Misconduct and Increasing Integrity	R	2
1/1/2022	LE 2022 Legal Update	R	4
1/1/2022	LE 2022 Practicing Proactive Wellness	R	2
1/1/2022	LE Incorporating a Co-Response: Partnering with Community Professionals	TC	2
1/1/2022	LE Raising the Bar: Enhancing Community Engagement	TC	2
1/1/2022	LE Subversive Groups: Maneuvering Encounters with Fringe Groups	TC	2
1/1/2022	D 2022 Ethics: Preempting Misconduct and Increasing Integrity	R	2
1/1/2022	D 2022 Preserving the Detention Center Crime Scene	R	2
1/1/2022	T 2022 Ethics: Preempting Misconduct and Increasing Integrity	R	2
1/1/2022	T Broadcasting Techniques and Radio Etiquette	TC	2
2/1/2022	T 2022 Stress in the Communication Center: Developing Healthy Responses	R	2
2/15/2022	D 2022 Promoting Career Development and Survival	R	4
3/1/2022	T 2022 Promoting Career Development and Survival	R	4
3/15/2022	D 2022 Protecting Our Resources	R	4
4/1/2022	T 2022 Duty-Related Trauma	R	2
5/1/2022	T 2022 The Telecommunicator's Role in Crisis Management	R	4
5/1/2022	D De-escalation Techniques	TC	2
6/1/2022	D Conflict Management and Communication	TC	2
6/1/2022	D Practicing Cultural Sensitivity in the Detention Center	TC	2

# **Attachment 3**



**PRELIMINARY CURRICULUM COMPARISON**

**ATTACHMENT #1**

<b>COLOR KEY</b>	<b>HOURS</b>
Curriculum is different no credit	Red
Credit may be given to DOCC in total	Green
Unique to DOCC not found in BLET	Yellow

<b>TOPIC</b>	<b>HOURS</b>	<b>KEY COLOR</b>	<b>HOURS</b>	<b>DETENTION OFFICER CERTIFICATION COURSE (174)</b>	<b>CURRICULUM CONTENT</b>
<b>BASIC LAW ENFORCEMENT TRAINING (640)</b>					
Course Orientation	2	3	3	Orientation	DOCC Specific
Physical Fitness	54	0	22	Physical Fitness	BLET higher requirements
Ethics for Professional Law Enforcement	4	3	3	Ethics	DOCC Specific
Arrest, Search and Seizure / Constitutional Law	28	0	0		BLET
Elements of Criminal Law	24	0	0		BLET
Communication Skills for Law Enforcement Officers	8	0	5	Communication Skills	BLET higher requirements
Law Enforcement Communication and Information Systems	8	0	0		BLET
Field Note-taking and Report Writing	12	0	6	Note Taking and Report Writing	BLET higher requirements
Interviews	16	0	0		BLET
Subject Control Arrest Techniques	40	0	32	Subject Control Techniques	BLET higher requirements
Juvenile Laws and Procedures	8	0	0		BLET
Fingerprinting and Photographing Arrestee	6	0	0		BLET
Responding to Victims and the Public	10	0	0		BLET
Firearms	48	0	0		BLET
Criminal Investigation	34	0	8	Investigative Process in the Jail	BLET higher requirements
Alcohol Beverage Control (ABC) Laws and Procedures	4	0	0		BLET
Motor Vehicle Laws	20	0	0		BLET
Law Enforcement Driver Training	40	0	0		BLET
Crime Prevention Techniques	6	0	0		BLET
First Responder	32	0	8	CPR and First Aid	BLET higher requirements
Domestic Violence Response	16	0	0		BLET
Controlled Substance	12	0	0		BLET
Techniques of Traffic Law Enforcement	24	0	0		BLET
In-Custody Transportation	8	0	7	Transportation of Inmates	BLET higher requirements
Traffic Crash Investigation	24	0	0		BLET
Explosives and Hazardous Materials Emergencies	12	4	4	Fire Emergencies	DOCC Specific
Individuals with Mental Illness and Developmental Disabilities	24	6	6	Aspects of Mental Illness	DOCC Specific
Crowd Management	12	0	0		BLET

COLOR KEY	HOURS
Red	
Green	
Yellow	

Curriculum is different no credit

Credit may be given to DOCC in total

Unique to DOCC not found in BLET

TOPIC	HOURS	KEY COLOR	HOURS	DETENTION OFFICER CERTIFICATION COURSE (174)	CURRICULUM CONTENT
<b>BASIC LAW ENFORCEMENT TRAINING (640)</b>					
Preparing for Court and Testifying in Court	12	0	0		BLET
Patrol Techniques	28	0	0		BLET
Sheriffs' Responsibilities: Detention Duties	4	0	8	Processing Inmates	DOCC hours/same curriculum
Sheriffs' Responsibilities: Court Duties	6	0	0		BLET
Civil Process	24	0	0		BLET
Anti-Terrorism	4	0	0		BLET
Rapid Deployment	8	0	0		BLET
Human Trafficking	2	0	0		BLET
Testing	16	6	10	Admin Matters/Review/Testing	Block tests/state exam
		14	14	Legal Aspects of Management and Supervision	DOCC Specific
		6	6	Contraband/Searches	DOCC Specific
		6	6	Medical Care in the Jail	DOCC Specific
		5	5	Patrol and Security Function of the Jail	DOCC Specific
		2	2	Key and Tool Control	DOCC Specific
		5	5	Supervision and Management of Inmates	DOCC Specific
		5	5	Suicides and Crisis Management	DOCC Specific
		2	2	Introduction to Rules and Regulations	DOCC Specific
		3	3	Stress	DOCC Specific
		0	2	Criminal Justice Systems	BLET
		2	2	PREA	DOCC Specific
<b>TOTAL HOURS</b>	<b>640</b>	<b>72</b>	<b>174</b>		

### Comparison of Training Objectives

Detention Officer Certification Course	Basic Law Enforcement Training
<p><b>Title: Orientation</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Correctly list the four (4) statutory powers of the North Carolina Sheriffs' Education and Training Standards Commission.</li> <li>2. List the requirements to obtain certification as a detention officer.</li> <li>3. In writing, correctly describe the formal Commission requirements pertaining to the following aspects of the training program:               <ol style="list-style-type: none"> <li>a. Enrollment in detention officer training program.</li> <li>b. Attendance in detention officer training program.</li> <li>c. Steps leading to successful course completion.</li> <li>d. Administration of comprehensive examination by Commission staff.</li> <li>e. Any additional rules, regulations, or policies which may be required by the School Director during the delivery of the course.</li> </ol> </li> </ol> <p>Hours: Three (3)</p>	<p><b>Title: Course Orientation</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Identify the role of the School Director in administering the accredited basic training program.</li> <li>2. State the formal Commission requirements about the following aspects of the basic training program:               <ol style="list-style-type: none"> <li>a) Enrollment in basic training program</li> <li>b) Attendance in basic training program</li> <li>c) Steps leading to successful course completion</li> <li>d) Commission administered basic training comprehensive examination.</li> </ol> </li> <li>3. State any additional basic training program rules, regulations, or policies which the local School Director may require during this accredited basic training program offering.</li> <li>4. Identify both Commissions' requirements for certification as a law enforcement officer to include:               <ol style="list-style-type: none"> <li>a) A criminal history</li> <li>b) Applying for certification</li> <li>c) Maintaining a basic certification</li> </ol> </li> </ol> <p>Hours: Two (2)</p>

Detention Officer Certification Course	Basic Law Enforcement Training
<p><b>Title: Ethics</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Define the following terms as they relate to the detention role in the community:               <ol style="list-style-type: none"> <li>a. Ethics and morals</li> <li>b. Professionalism</li> </ol> </li> <li>2. In a classroom exercise, discuss and then recite the following:               <ol style="list-style-type: none"> <li>a. The Criminal Justice Code of Ethics</li> <li>b. American Jail Association Code of Ethics for Jail Officers</li> </ol> </li> <li>3. Describe what factors or influences are present in making detention ethical decisions.</li> <li>4. Define the term “set-up” (con game).</li> <li>5. Discuss the techniques of a “set-up.”</li> <li>6. List tools of a “set-up.”</li> <li>7. Identify the steps in the turnout process.</li> <li>8. Discuss the impact social media may have on one’s ethics.</li> <li>9. Given specific ethical dilemmas, correctly choose the appropriate response.</li> </ol> <p><b>Hours: Three (3)</b></p>	<p><b>Title: Ethics for Professional Law Enforcement</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Identify the competing roles society places on law enforcement officers and how that can influence behavior.</li> <li>2. Recite the stated moral and ethical values of the law enforcement profession, as found in the International Association of Chiefs of Police’s Oath of Honor, Code of Ethics, Code of Conduct, and Canons of Police Ethics.</li> <li>3. State the common rationalizations and beliefs that lead to unethical behavior in law enforcement.</li> <li>4. Identify the following common drivers of unethical behavior.               <ol style="list-style-type: none"> <li>a) The noble cause</li> <li>b) “The blue curtain”/code of silence</li> <li>c) The slippery slope and the “Mama Rosa’s test”</li> </ol> </li> <li>5. Identify the following six (6) major groups of unethical behavior in law enforcement.               <ol style="list-style-type: none"> <li>a) Graft, bribery, and class corruption</li> <li>b) Process corruption</li> <li>c) Brutality and excessive force</li> <li>d) On-duty unprofessional</li> <li>e) Workplace deviance</li> <li>f) Off-duty unprofessional conduct</li> </ol> </li> <li>6. Identify ethics and ethical values in law enforcement by analyzing and debating nine (9) ethical dilemmas.</li> </ol> <p><b>Hours: Four (4)</b></p>

Detention Officer Certification Course	Basic Law Enforcement Training
<p><b>Title: Communication Skills</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Demonstrate effective interpersonal communication skills in the following situations:               <ol style="list-style-type: none"> <li>a. Coordinating day-to-day staff activities and inmate control issues.</li> <li>b. Settling inmate disputes.</li> <li>c. Answering/responding to public concerns and questions.</li> <li>d. Presenting information to judicial officials concerning inmates.</li> </ol> </li> <li>2. List three strategies to improve a person's active listening skills.</li> <li>3. Use voice commands to project control and direct actions.</li> <li>4. Describe what role words, tone of voice, and body language play in the escalating and deescalating of emotionally charged situations.</li> <li>5. Demonstrate and identify common body language signals that should be avoided.</li> <li>6. List the key principles of effective communication/interaction officers can use with people with culturally different backgrounds.</li> </ol> <p><b>Hours: Five (5)</b></p>	<p><b>Title: Communication Skills for Law Enforcement Officers</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Demonstrate speaking plainly, using clear diction and grammar while utilizing voice commands to project control and direct actions.</li> <li>2. Identify how your body language affects your verbal and nonverbal communication skills.</li> <li>3. Identify at least three (3) strategies to enhance a person's active listening skills.</li> <li>4. State how recognizing ethnic diversity in the population can increase effective and respectful communication skills within an ever-changing diverse population.</li> </ol> <p><b>Hours: Eight (8)</b></p>

Detention Officer Certification Course	Basic Law Enforcement Training
<p><b>Title: Notetaking and Report Writing</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Explain the importance of field notes and how they are used in developing a report.</li> <li>2. Define the term report as it relates to a detention officer.</li> <li>3. List the purpose for preparing a report.</li> <li>4. Identify the common errors found in incident and use of force reports.</li> <li>5. Identify the requirements of report writing.</li> <li>6. Explain the values of proofreading.</li> <li>7. Describe the proper ways to articulate common use of force techniques used in a detention setting.</li> <li>8. Given video scenarios, compose five written reports.</li> </ol> <p><b>Hours: Six (6)</b></p>	<p><b>Title: Field Note-taking and Report Writing</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. List, in writing, the three (3) purposes of the officer's field notes and why the field notes are important.               <ol style="list-style-type: none"> <li>a) Report writing</li> <li>b) References</li> <li>c) Evidence</li> </ol> </li> <li>2. State six (6) "one-word" questions that should be answered when developing field notes.</li> <li>3. Given a hypothetical representation of a field situation, record field notes information correctly by learned criteria.</li> <li>4. Prepare list and describe at least four (4) uses of law enforcement reports.</li> <li>5. Given a hypothetical representation of a field situation, write a complete and accurate report using departmentally approved forms or the DCI-600 series forms: Incident/Investigation Report, Continuation Page, and Supplementary Investigation Report.</li> <li>6. State examples of information in law enforcement records that are, and are not, matters of public record.</li> </ol> <p><b>Hours: Twelve (12)</b></p>

<p><b>Detention Officer Certification Course</b></p>	<p><b>Basic Law Enforcement Training</b></p>
<p><b>Title: Transportation of Inmates</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Correctly define the term inmate transportation.</li> <li>2. Identify the precautions the officer should employ when transporting an inmate.</li> <li>3. List and describe in writing each type of search presented in the lesson plan.</li> <li>4. List six (6) general precautions that should be employed when escorting an inmate outside the facility.</li> <li>5. Describe the procedure to be followed when transporting an inmate to:               <ol style="list-style-type: none"> <li>a. Court</li> <li>b. Prison</li> <li>c. Hospital</li> <li>d. Funeral</li> </ol> </li> <li>6. Given a practical exercise, correctly demonstrate the use of the following restraint devices:               <ol style="list-style-type: none"> <li>a. Handcuff</li> <li>b. Leg restraints</li> <li>c. Waist chain</li> </ol> </li> <li>7. Describe in writing (draw a diagram) the appropriate seating arrangement for transportation of inmates based on the number of inmates and the number of available officers.</li> <li>8. Describe the importance of monitoring for positional asphyxiation during transport.</li> <li>9. Describe procedures for receiving and releasing an inmate.</li> <li>10. Describe the procedure to be followed when making inmate movements inside the facility.</li> </ol>	<p><b>Title: In-Custody Transportation</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Given pertinent data, complete a DCIN arrest form.</li> <li>2. Identify and state all safety and security precautions which should be taken by a transportation officer before departure and during transport.</li> <li>3. State the proper procedure for conducting a thorough transport vehicle search, utilizing all safety precautions, and documenting any items of found contraband.</li> <li>4. Identify the significance of adhering to department and facility policies and procedures as they relate to transporting outside of the facility.</li> <li>5. Identify the required security equipment and state the security procedures to follow when escorting an inmate in the following environments:               <ol style="list-style-type: none"> <li>a) Courtrooms</li> <li>b) Hospitals</li> <li>c) Elevators</li> </ol> </li> <li>6. Identify “contraband” and state three rules of conduct that apply to any search.</li> <li>7. Following all safety requirements, demonstrate in a practical exercise, the proper procedure for conducting an in-custody search and make appropriate documentation of any item of contraband found.</li> <li>8. In writing, state the correct procedure for conducting a strip search.</li> <li>9. Identify universal precautions as it applies to:               <ol style="list-style-type: none"> <li>a) Personal protective equipment</li> </ol> </li> </ol>

<p>11. Address each of the following in writing by the appropriate description of transportation for a person for an involuntary commitment:</p> <ul style="list-style-type: none"> <li>a. Facility of confinement</li> <li>b. Officer's dress</li> <li>c. Vehicle</li> <li>d. Restraints</li> <li>e. Forms</li> </ul> <p><b>Hours: Seven (7)</b></p>	<ul style="list-style-type: none"> <li>b) Handwashing</li> <li>c) Pat and frisk</li> <li>d) Disposal of sharps</li> <li>e) Contaminated clothing</li> </ul> <p>10. In an exercise during class, demonstrate the proper procedure for applying and removing the following types of restraints.</p> <ul style="list-style-type: none"> <li>a) Handcuffs</li> <li>b) Leg restraints</li> <li>c) Flexcuffs</li> <li>d) Waist chains</li> </ul> <p>11. Identify "positional asphyxiation" and state proper procedures to follow to avoid its occurrence while transporting inmates.</p> <p>12. Given samples of the following forms, identify if they are valid and properly completed:</p> <ul style="list-style-type: none"> <li>a) Affidavit and Petition for Involuntary Commitment</li> <li>b) Findings and Custody Order - Involuntary Commitment</li> <li>c) Examination and recommendation to determine necessity for involuntary commitment</li> </ul> <p>13. State "use of force" options and identify when and if they can be applied when transporting a patient for involuntary commitment.</p> <p>14. State the procedures for transporting a person in custody for involuntary commitment about:</p> <ul style="list-style-type: none"> <li>a) Facility of confinement</li> <li>b) Officer's dress</li> <li>c) Vehicle</li> <li>d) Restraints</li> </ul> <p><b>Hours: Eight (8)</b></p>



Detention Officer Certification Course	Basic Law Enforcement Training
<p><b>Title: Fire Emergencies</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Identify three (3) special characteristics of a fire in the detention facility.</li> <li>2. Define the word FIRE.</li> <li>3. Name the parts of the fire tetrahedron.</li> <li>4. List and discuss the different classes of fire.</li> <li>5. Identify the picture symbols for the various types of fire.</li> <li>6. Discuss the definitions of chemical characteristics.</li> <li>7. Describe the procedure utilized in operating a portable fire extinguisher.</li> <li>8. In a practical exercise, demonstrate the use of a portable fire extinguisher.</li> <li>9. Identify the general procedures of a fire evacuation plan that would apply to a detention facility.</li> <li>10. List the basic items that every fire evacuation plan should address.</li> </ol> <p><b>Hours: Four (4)</b></p>	<p><b>Title: Explosives and Hazardous Materials Emergencies</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Respond safely to a hazardous materials incident while recognizing, identifying, and classifying the hazardous material involved.</li> <li>2. State the procedures for escorting hazardous materials.</li> <li>3. Identify how a law enforcement officer should respond to an environmental crime and make an appropriate referral.</li> <li>4. State the officer's roles and responsibilities as a first responder arriving at the scene of a weapons of mass destruction incident and identify potential threats to life safety.</li> <li>5. Identify explosive and incendiary devices.</li> <li>6. State the proper procedures to be used by law enforcement officers in responding to reports of bomb threats and suspicious objects.</li> <li>7. During a practical exercise, demonstrate the proper procedures to be used by law enforcement officers to search buildings and property to locate and examine explosive devices and materials</li> <li>8. Demonstrate the ability to use a fire extinguisher to extinguish fires by completing a practical exercise.</li> </ol> <p><b>Hours: Twelve (12)</b></p>

Detention Officer Certification Course	Basic Law Enforcement Training
<p><b>Title: Aspects of Mental Illness</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. Distinguish between adjustment disorder and anxiety.</li> <li>2. List the general characteristics or terminology used to describe persons with mental illness and discuss each.</li> <li>3. List categories of delusions and discuss each.</li> <li>4. List and explain the types of disorders.</li> <li>5. Define "thought disorder."</li> <li>6. Discuss the characteristics of antisocial personalities.</li> <li>7. Discuss developmental disabilities and related characteristics and how they impact an officer's style of supervision.</li> <li>8. Discuss techniques available for assisting persons with mental illness or mental conditions.</li> </ol> <p><b>Hours: Six (6)</b></p>	<p><b>Title: Individuals with Mental Illness and Developmental Disabilities</b></p> <p><u>Training Objectives:</u></p> <ol style="list-style-type: none"> <li>1. State the characteristics that a person with a mental illness or a developmental disability may display to law enforcement.</li> <li>2. Identify warning signs which may aid in the response to a person who may intend to commit suicide.</li> <li>3. Identify effective responses to an individual with mental illness and/or a developmental disability, including but not limited to, de-escalation and the use of other crisis response resources or strategies.</li> <li>4. State when it is appropriate to seek an involuntary commitment order and describe the steps involved in obtaining an involuntary commitment order.</li> <li>5. Identify local mental health resources, including crisis response resources that are available through the state and through local communities.</li> <li>6. Given reality-based training scenarios, answer the following questions:               <ol style="list-style-type: none"> <li>a) What is the appropriate de-escalation response?</li> <li>b) Is the respondent dangerous to self or others?</li> <li>c) What legal authority does law enforcement have?</li> <li>d) What action should the officer take?</li> </ol> </li> </ol> <p><b>Hours: Twenty-four (24)</b></p>

# **Attachment 4**

## PC COMMITTEE REPORT

The Probable Cause Committee met on December 9, 2021, and reviewed a total of  
27 cases.

They found:

**Probable Cause** on 10 cases, with 5 of those cases resulting in a  
Consent Agreement.

4 of those Consent Agreements were signed ~~and notarized~~ for your approval.

1 of those Consent Agreements may be executed at your next meeting.

**NO Probable Cause** on 10 cases;

1 Case(s) was/were **postponed** until the ~~September 2021~~ MARCH 2022 Meeting;

- Case(s) was/were **continued for further investigation**; and, in

- Case(s) individual was/were separated (or summary action was taken) prior to PC.

6 Cases closed pursuant to Probable Cause Policy

         Other:

Summary of Consent Agreements for the current meeting:

John Grissom, Dare County, Detention officer  
Name, Agency, Position

0204(c)(1)(2) material misrepresentation  
Rule violation

Lauren Stone, Wilkes County, telecommunicator  
Name, Agency, Position

0204(s)(1)(2) material misrepresentation  
Rule violation

Lawrence Rankine, Yancey County, Deputy  
Name, Agency, Position

0204(c)(1)(2) material misrepresentation  
Rule violation

Inocenti Aguirre, Wayne County, Detention officer  
Name, Agency, Position

0204(w)(1)(2) material misrepresentation  
Rule violation

Todd Stephenson, Northampton County, Deputy  
Name, Agency, Position

0204(d)(5) combination of class A+B misds.  
Rule violation

\_\_\_\_\_  
Name, Agency, Position

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Rule violation

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Name, Agency, Position

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Rule violation

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Rule violation

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Name, Agency, Position

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Rule violation

# **Attachment 5**

1 12 NCAC 10B .0301 is proposed for amendment under temporary rules procedures as follows:  
2

3 **12 NCAC 10B .0301 MINIMUM STANDARDS FOR JUSTICE OFFICERS**

4 (a) Every Justice Officer employed or certified in North Carolina shall:

- 5 (1) be a citizen of the United States;  
6 (2) be 21 years of age for all deputies and detention officers and be at least 18 years of age for all  
7 telecommunicators;  
8 (3) be a high school graduate, or the equivalent (GED);  
9 (4) have been fingerprinted by the employing agency;  
10 (5) have had a medical examination as required by 12 NCAC 10B .0304;  
11 (6) have been administered a psychological screening examination, including a face-to-face, in-person  
12 interview conducted by a licensed psychologist.

13 (A) If a face-to-face, in-person interview is not practicable, the face-to-face may be virtual as  
14 long as both the audio and video allow for a professional clinical evaluation in a clinical environment.

15 (B) The psychological screening examination shall be given prior to the initial certification or  
16 prior to the justice officer performing any action requiring certification by the Commission.

17 (C) The psychological screening shall be valid for a period of one year prior to the justice's  
18 officer's initial appointment and applies to any justice officer seeking initial or probationary certification  
19 effective January 1, 2022 or later.

20 ~~(6)~~ (7) have produced a negative result on a drug screen administered according to the following  
21 specifications:

22 (A) the drug screen shall be a urine test consisting of an initial screening test using an  
23 immunoassay method and a confirmatory test on an initial positive result using a gas  
24 chromatography/mass spectrometry (GC/MS) or other initial and confirmatory tests as  
25 may be authorized or mandated by the Department of Health and Human Services for  
26 Federal Workplace Drug Testing Programs [<http://workplace.samhsa.gov/>];

27 (B) a chain of custody shall be maintained on the specimen from collection to the eventual  
28 discarding of the specimen;

29 (C) the drugs whose use shall be tested for shall include cannabis, cocaine, phencyclidine  
30 (PCP), opiates, and amphetamines or their metabolites;

31 (D) the test threshold values established by the Department of Health and Human Services for  
32 Federal Workplace Drug Testing Programs are incorporated by reference, including  
33 subsequent amendments and editions. Copies of this information may be obtained from  
34 the National Institute on Drug Abuse, 5600 Fisher Lane, Rockville, Maryland 20857  
35 [<http://www.drugabuse.gov/>] at no cost;

36 (E) the test results shall be dated no more than 60 days before employment or appointment,  
37 whichever is earlier;

1 (F) the laboratory conducting the test shall be certified for federal workplace drug testing  
2 programs, and shall adhere to applicable federal rules, regulations, and guidelines  
3 pertaining to the handling, testing, storage, and preservation of samples; and

4 (G) each drug test laboratory report shall be reviewed by a medical review officer (MRO),  
5 who shall be a licensed physician;

6 ~~(7)~~ (8) make the following notifications:

7 (A) within five business days, notify the Standards Division and the appointing department  
8 head in writing of all criminal offenses with which the officer is charged. This shall  
9 include all criminal offenses except minor traffic offenses. A minor traffic offense means  
10 any offense under G.S. 20 or similar laws of other jurisdictions; except those Chapter 20  
11 offenses defined as either a Class A or B Misdemeanor in 12 NCAC 10B .0103(10). The  
12 initial notification required must specify the nature of the offense, the date of offense, and  
13 the arresting agency. Within five business days, notify the Standards Division of all  
14 Domestic Violence Orders (G.S. 50B) and Civil No Contact Orders (G.S. 50C) that are  
15 issued by a judicial official against the justice officer and that provide an opportunity for  
16 both parties to be present;

17 (B) within 20 days of the date the case was disposed, notify the appointing department head  
18 of the adjudication of these criminal charges, Domestic Violence Orders (G.S. 50B), and  
19 Civil No Contact Orders (G.S. 50C). The department head, provided he or she has  
20 knowledge of the officer's charges, Domestic Violence Orders (G.S. 50B), and Civil No  
21 Contact Orders (G.S. 50C), shall also notify the Division within 30 days of the date the  
22 case or order was disposed of in court.

23 (C) within 30 days of the date the case was disposed, notify the Standards Division of the  
24 adjudication of these criminal charges, Domestic Violence Orders (G.S. 50B), and Civil  
25 No Contact Orders (G.S. 50C);

26 (D) the required notifications of adjudication shall specify the nature of the offense, the court  
27 in which the case was handled, and the date of disposition and shall include a certified  
28 copy of the final disposition from the Clerk of Court in the county of adjudication;

29 (E) receipt by the Standards Division of timely notification of the initial offenses charged and  
30 of adjudication of those offenses, from either the officer or the department head, shall be  
31 sufficient notice for compliance with this Subparagraph;

32 ~~(8)~~ (9) be of good moral character as defined in: In re Willis, 288 N.C. 1, 215 S.E.2d 771 (1975), appeal  
33 dismissed 423 U.S. 976 (1975); State v. Harris, 216 N.C. 746, 6 S.E.2d 854 (1940); In re Legg,  
34 325 N.C. 658, 386 S.E.2d 174 (1989); In re Applicants for License, 143 N.C. 1, 55 S.E. 635  
35 (1906); In re Dillingham, 188 N.C. 162, 124 S.E. 130 (1924); State v. Benbow, 309 N.C. 538, 308  
36 S.E.2d 647 (1983); and later court decisions that cite these cases as authority;





# **Attachment 6**

1 12 NCAC 10B .0704 is proposed for amendment under temporary procedures as follows:  
2

3 **12 NCAC 10B .0704 RESPONSIBILITIES: SCHOOL DIRECTORS, DETENTION OFFICER COURSE**

4 (a) In planning, developing, coordinating, and delivering each commission-certified Detention Officer Certification  
5 Course, the school director shall:

6 (1) Formalize and schedule the course curriculum in accordance with the curriculum standards  
7 established by the rules in this Chapter.

8 (A) The Detention Officer Certification Course shall be presented with a minimum of 40  
9 hours of instruction each week during consecutive calendar weeks until course  
10 requirements are completed, with the exception of weeks in which there are regularly  
11 scheduled holidays.

12 (B) In the event of exceptional or emergency circumstances, the Director shall, upon written  
13 finding of justification, grant a waiver of the minimum hours requirement.

14 (C) the Director may allow additional breaks in a specific course delivery when the Director  
15 determines that doing so is necessary based on circumstances related to a lawfully  
16 declared State of Emergency.

17 (2) Select and schedule instructors who are properly certified by the Commission. The selecting and  
18 scheduling of instructors is subject to special requirements as follows:

19 (A) No single individual may be scheduled to instruct more than 35 percent of the total hours  
20 of the curriculum during any one delivery except as set forth in Part (a)(2)(B) of this Rule.

21 (B) Where the school director shows exceptional or emergency circumstances and the school  
22 director documents that an instructor is properly certified to instruct more than 35 percent  
23 of the total hours of the curriculum, the Director of the Division shall grant written  
24 approval for the expansion of the individual instructional limitation.

25 (C) The appropriate number of instructors for specific topic areas shall be scheduled as  
26 required in 12 NCAC 10B .0703.

27 (3) Provide each instructor with a commission-approved course outline and all necessary additional  
28 information concerning the instructor's duties and responsibilities.

29 (4) Review each instructor's lesson plans and other instructional materials for conformance to the rules  
30 in this Chapter and to minimize repetition and duplication of subject matter.

31 (5) Arrange for the timely availability of appropriate audiovisual aids and materials, publications,  
32 facilities and equipment for training in all topic areas as required in the "Detention Officer  
33 Certification Course Management Guide".

34 (6) Develop, adopt, reproduce, and distribute any supplemental rules, regulations, and requirements  
35 determined by the school to be necessary or appropriate for:

36 (A) Effective course delivery;

- 1 (B) Establishing responsibilities and obligations of agencies or departments employing course
- 2 trainees; and
- 3 (C) Regulating trainee participation and demeanor and ensuring trainee attendance and
- 4 maintaining performance records.

5 A copy of such rules, regulations and requirements shall be submitted to the Director as an attachment to the  
6 Pre-Delivery Report of Training Course Presentation, Form F-7A. A copy of such rules shall also be given to each  
7 trainee and to the sheriff of each trainee's employing agency at the time the trainee enrolls in the course.

8 (7) If appropriate, recommend housing and dining facilities for trainees.

9 (8) Not less than 30 days before commencing delivery of the course, submit to the Commission a  
10 Pre-Delivery Report of Training Course Presentation (Form F-7A) along with the following  
11 attachments:

12 (A) A comprehensive course schedule showing arrangement of topical presentations and  
13 proposed instructional assignments;

14 (B) A copy of any rules, regulations, and requirements for the school and, when appropriate,  
15 completed applications for certification of instructors. The Director shall review the  
16 submitted Pre-Delivery Report together with all attachments to ensure that the school is in  
17 compliance with all commission rules; if school's rules are found to be in violation, the  
18 Director shall notify the school director of deficiency, and approval shall be withheld  
19 until all matters are in compliance with the Commissions' rules.

20 (9) Administer the course delivery in accordance with the rules in this Chapter and ensure that the  
21 training offered is as effective as possible.

22 (10) Monitor or designate a certified instructor to monitor the presentations of all probationary  
23 instructors during course delivery and prepare written evaluations on their performance and  
24 suitability for subsequent instructional assignments. A person holding General Instructor  
25 Certification under the Criminal Justice Education and Training Standards Commission may  
26 evaluate instructors teaching any lecture portion of the course. However, if a Limited Lecturer is  
27 evaluated during the practical portion of a block of instruction, he/she must be evaluated by either  
28 the School Director or another instructor holding the equivalent type of certification. These  
29 evaluations shall be prepared on commission forms and forwarded to the Division at the  
30 conclusion of each delivery. Based on this evaluation the school director shall recommend  
31 approval or denial of requests for Detention Officer Instructor Certification, Limited Lecturer  
32 Certification or Professional Lecturer Certification. The observations shall be of sufficient duration  
33 to ensure the instructor is using the Instructional System Development model, as taught in Criminal  
34 Justice Instructor Training set out in 12 NCAC 09B .0209, and that the delivery is objective based,  
35 documented by and consistent with a Commission-approved lesson plan. For each topic area, the  
36 school director's or designee's evaluation shall be based on the course delivery observations, the

1 instructor's use of the approved lesson plan, and the results of the students evaluations of the  
2 instructor.

3 (11) Monitor or designate a certified instructor to monitor the presentations of all other instructors  
4 during course delivery and prepare written evaluations on their performance and suitability for  
5 subsequent instructional assignments. A person holding General Instructor Certification under the  
6 Criminal Justice Education and Training Standards Commission may evaluate instructors teaching  
7 any lecture portion of the course. However, if a Limited Lecturer is evaluated during the practical  
8 portion of a block of instruction, he/she must be evaluated by either the School Director or another  
9 instructor holding the equivalent type of certification. Instructor evaluations shall be prepared on  
10 commission forms in accordance with the rules in this Chapter. These evaluations shall be kept on  
11 file by the school for a period of three years and shall be made available for inspection by a  
12 representative of the Commission upon request. The observations shall be of sufficient duration to  
13 ensure the instructor is using the Instructional System Development model, as taught in Criminal  
14 Justice Instructor Training set out in 12 NCAC 09B .0209, and that the delivery is objective based,  
15 documented by and consistent with a Commission-approved lesson plan. For each topic area, the  
16 school director's or designee's evaluation shall be based on the course delivery observations, the  
17 instructor's use of the approved lesson plan, and the results of the students evaluations of the  
18 instructor.

19 (12) Ensure that any designated certified instructor who is evaluating the instructional presentation of  
20 another holds certification in the same instructional topic area as that being taught.

21 (13) Administer or designate a person to administer appropriate tests as determined necessary at various  
22 intervals during course delivery.

23 (14) Maintain direct supervision, direction, and control over the performance of all persons to whom  
24 any portion of the planning, development, presentation, or administration of a course has been  
25 delegated.

26 (15) During a delivery of the Detention Officer Certification Course, make available to authorized  
27 representatives of the Commission three hours of scheduled class time and classroom facilities for  
28 the administration of a written examination to those trainees who have satisfactorily completed all  
29 course work.

30 (16) Not more than ten days after receiving from the Commission's representative the Report of  
31 Examination Scores, submit to the Commission a Post-Delivery Report of Training Course  
32 Presentation (Form 7-B).

33 (b) In addition to the requirements in 12 NCAC 10B .0704(a), the school director shall be readily available to  
34 students and Division staff at all times during course delivery by telephone, pager, or other means. The means, and  
35 applicable numbers, shall be filed with the commission-certified training delivery site and the Division prior to the  
36 beginning of a scheduled course delivery.

1 *History Note: Authority G.S. 17E-4;*  
2 *Eff. January 1, 1989;*  
3 *Amended Eff. January 1, 2009; January 1, 2006; January 1, 2005; August 1, 1998; January 1,*  
4 *1996; January 1, 1994; January 1, 1992;*  
5 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6,*  
6 *2018.*  
7  
8  
9

# **Attachment 7**

1 12 NCAC 10B .2005 is proposed for amendment under temporary rules procedures as follows:  
2

3 **12 NCAC 10B .2005 MINIMUM TRAINING REQUIREMENTS**

4 (a) A Sheriff or Department Head may use a lesson plan developed by the North Carolina Justice Academy or a  
5 lesson plan for any of the topic areas developed by another entity such as a different law enforcement agency or  
6 training provider. The Sheriff or Department Head may also use a lesson plan developed by a certified instructor,  
7 provided that the instructor develops the lesson plan in accordance with the Instructional Systems Development  
8 model as taught in Criminal Justice Instructor Training and as described in 12 NCAC 09B .0209. Lesson plans shall  
9 be designed to be delivered in hourly increments. A student who completes the training shall receive the number of  
10 credits that correspond to the number of hours assigned to the course, regardless of the amount of time the student  
11 spends completing the course, where each hour of instruction shall be worth one credit (e.g., "Legal Update" is  
12 designed to be delivered in four hours and will yield four credits). With the exception of Firearms Training and  
13 Requalification, successful completion of training shall be demonstrated by passing tests as developed by the  
14 delivering agency or as written by the North Carolina Justice Academy. A written test comprised of at least five  
15 questions per hour of training shall be developed by the delivering agency, or the agency may use the written test  
16 developed by the North Carolina Justice Academy, for each in-service training topic. A student shall pass each test  
17 by achieving 70 percent correct answers. Firearms Training and Requalification shall be demonstrated qualification  
18 with a firearm as set out in Section .2100 of this Subchapter.

19 (b) The in-service training for topic areas of the Sheriff's or Department Head's choosing required by this Rule shall  
20 either:

- 21 (1) meet the requirements of Paragraph (a) of this Rule; or  
22 (2) be delivered pursuant to National Certification Programs administered by the International  
23 Association of Directors of Law Enforcement Standards and Training (IADLEST) completed  
24 during the mandated in-service year to satisfy these topics in part or in whole. It is not required that  
25 this IADLEST training be written in the Instructional Systems Design (ISD) format or delivered by  
26 a Commission certified instructor.

27 (c) Annual in-service training topics and credits shall be established by the Sheriffs' Education and Training  
28 Standards Commission in accordance with North Carolina General Statute 17E-4.

29 ~~(e) The 2020 Law Enforcement In-Service Training Program requires 24 credits of training and successful~~  
30 ~~completion in the following topic areas:~~

- 31 ~~(1) 2020 Legal Update;~~  
32 ~~(2) 2020 Long-Term Effects of Childhood Adversity;~~  
33 ~~(3) 2020 The Signs Within: Suicide Prevention Education and Awareness;~~  
34 ~~(4) 2020 Career Survival: Training and Standards Issues;~~  
35 ~~(5) 2020 Communication Strategies When Encountering Persons Who are Deaf or Hard of Hearing;~~  
36 ~~(6) 2020 Armed/Unarmed Security/Company Police: Understanding Their Roles and Authority;~~





1           (3) — 2021 Crisis Negotiations; and

2           (4) — Any topic areas of the Sheriff's or Department Head's choosing.

3

4    *History Note: Authority G.S. 17E-4; 17E-7;*

5           *Eff. January 1, 2007;*

6           *Amended Eff. January 1, 2018; January 1, 2017; January 1, 2016; January 1, 2015; February 1,*

7           *2014; January 1, 2013; February 1, 2012; January 1, 2011; January 1, 2010; January 1, 2009;*

8           *January 1, 2008;*

9           *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6,*

10          *2018;*

11          *Amended Eff. January 1, 2021; January 1, 2020; August 1, 2019; January 1, 2019.*

12

# **Attachment 8**

- (6) Perform the duties and responsibilities of a school director as specifically required in Rule .0709;
- (7) Maintain an updated copy of the "Telecommunicator Certification Training Manual" assigned to each accredited school; and
- (8) Ensure compliance with the Commission's accreditation requirements as set forth in 12 NCAC 10B .0708.

*History Note:* Authority G.S. 17E-4;  
Eff. April 1, 2001;  
Amended Eff. August 1, 2002;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6, 2018.

#### **12 NCAC 10B .0711 TERMS AND CONDITIONS OF TELECOMMUNICATOR SCHOOL DIRECTOR CERTIFICATION**

*History Note:* Authority G.S. 17E-4;  
Eff. April 1, 2001;  
Repealed Eff. August 1, 2002.

#### **12 NCAC 10B .0712 SUSPENSION: REVOCATION: OR DENIAL: TELECOMMUNICATOR SCHOOL DIRECTOR CERT**

*History Note:* Authority G.S. 17E-4;  
Eff. April 1, 2001;  
Repealed Eff. August 1, 2002.

#### **12 NCAC 10B .0713 ADMISSION OF TRAINEES**

- (a) The school director shall not admit any individual as a trainee in any commission-certified basic training course who is not a citizen of the United States.
- (b) The school shall not admit any individual younger than 21 years of age as a trainee in the Detention Officer Certification Course and shall not admit any individual younger than 18 years of age as a trainee in the Telecommunicator Certification Course without the prior written approval of the Director of the Standards Division. The Director shall approve those individuals who will turn 21 years of age prior to the end of the Detention Officer Certification Course and, those individuals who will turn 18 years of age prior to the end of the Telecommunicator Certification Course.
- (c) The school shall not admit any individual who has not provided documentation that he or she meets the educational requirement set out in 12 NCAC 10B .0302.
- (d) The school shall give priority admission in commission-certified basic training courses to individuals holding full-time employment with criminal justice agencies.
- (e) The school shall administer the reading component of a standardized test that reports a grade level for each trainee participating in either the Telecommunicator or Detention Officer Certification Course. The specific test instrument shall be determined by the school director and shall be administered within the first week of the Course. The grade level results for each trainee shall be submitted to the Commission on each trainee's Report of Student Course Completion.
- (f) The school shall not admit any individual as a trainee in a presentation of the Detention Officer Certification Course or the Telecommunicator Certification Course unless the individual has provided to the School Director a Medical Examination Report Form (F-2) and the Medical History Statement Form (F-1) in compliance with 12 NCAC 10B .0304. The Medical Examination Report Form (F-2) and the Medical History Statement Form (F-1) required by the North Carolina Criminal Justice Education and Training Standards Commission shall be recognized by the Commission for the purpose of complying with this Rule.
- (g) The school shall not admit any individual trainee in commission-certified basic training courses unless the individual has provided the School Director a certified criminal record check for local and state records where the trainee has resided within the past 10 years and where the trainee attended high school. An Administrative Office of the Courts criminal record check or a comparable out-of-state criminal record check shall satisfy this requirement. If an individual trainee has received a probationary certificate from the Commission at the time of enrollment, this records check requirement shall be waived.