

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

**DATE:** April 13, 2022  
**TIME:** 9:30 A.M.  
**LOCATION:** Guilford County Sheriff’s District 2 Office  
5440 Millstream Rd., McLeansville, NC 27420  
**SUBMITTED BY:** Sirena Jones, Interim Director

**I. CALL TO ORDER**

**Sheriff Cloninger**

The North Carolina Sheriffs' Education and Training Standards Commission was called to order by Sheriff Alan Cloninger on Wednesday, April 13, 2022.

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

**MEMBERS PRESENT**

Sheriff Jack Smith  
Sheriff Mike Roberson  
Sheriff Ricky Oliver  
Sheriff Alan Norman  
Sheriff John Ingram  
Sheriff Alan Cloninger  
Sheriff Alan Jones  
Sheriff David Mahoney

**MEMBERS ABSENT**

Sheriff Shelton White  
Sheriff Landric Reid  
Sheriff Ed McMahan  
Sheriff Terry Johnson  
Sheriff Doug Doughtie  
Retired Sheriff David Smith  
Mr. Marc Nichols  
Mr. Jamie Markham  
Ms. Tracy McPherson

**STAFF**

Sirena Jones - Interim Director - Sheriffs' Standards Division  
Alex Radford - Admin. Assistant – Sheriffs’ Standards Division

Chair Cloninger declared a quorum with eight Sheriff Commissioners present.

Interim Director Sirena Jones read the Ethics Reminder.

**II. 12 NCAC 10B .0303      Fingerprint Criminal History Records Check      Sirena Jones**

Interim Director Sirena Jones addressed the commission Members regarding the 12 NCAC 10B .0303 stating there was discussion at our last meeting in March 2022. There was some confusion on how the rule was written and the Commission asked to send it to the rules advisory group for more clarification.

The rules advisory group meet via TEAMS on March 23, 2022 with both Sheriff's Commission and Criminal Justice Commission and the matter was addressed. The language was changed to an applicant for certification or as a Justice Officer may not perform any action requiring certification by the commission prior to the date on which the employing agency receives the report of the result of the criminal history records check utilizing fingerprints.

Chair Cloninger asked the Sheriffs' Commission Members if there were any questions. Negative response.

A **MOTION** was made by Sheriff Alan Norman to accept Rule (12 NCAC 10B .0303); Seconded by Sheriff Alan Jones. **MOTION CARRIED.**

**III. 12 NCAC 10B .0803 Reports/Detention Officer Cert Course Presentation/Completion      Sirena Jones**

Interim Director Sirena Jones addressed the Sheriffs' Commission Members and stated that this rule is amending the reading grade level for the Detention Officer and Telecommunicator Courses. During the December Commission, it was voted to remove the requirements to collect the data as well as requiring a reading grade level for both Detention and Telecommunicator Officer Courses.

Chair Cloninger asked the Sheriffs' Commission Members if there were any questions. Negative response.

A **MOTION** was made by Sheriff John Ingram to accept Rule (12 NCAC 10B .0803); Seconded by Sheriff Ricky Oliver. **MOTION CARRIED.**

Chair Cloninger asked Sirena Jones to give an update for the two DOCC programs Sheriff Burkehead had requested to run at the Durham County Sheriff's Office. Ms. Jones stated that the proposed rule was sent to the Rules Review Commission; it was filed on March 25, 2022 and the earliest effective date could be August 1, 2022.

\*\*\*\*\*CLOSED SESSION TO CONDUCT INTERVIEWS FOR DIRECTOR\*\*\*\*\*

A **MOTION** was made by Sheriff John Ingram to enter into a closed session; seconded by Sheriff David Mahoney. **MOTION CARRIED.**

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

#### **IV. ADJOURNMENT**

Chairman Alan Cloninger adjourned the April 13, 2022, Special Sheriffs' Commission Meeting.