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

DATE: June 5, 2026

TIME: 8:30 A.M.

LOCATION: Courtyard by Marriott Charlotte Concord
7201 Scott Padgett Parkway, Concord, North Carolina 28027

SUBMITTED BY: William Mitchell, Director

I. CALL TO ORDER — Sheriff Alan Norman

The North Carolina Sheriffs' Education and Training Standards Commission meeting was called to order by Sheriff Alan Norman on Friday, June 5, 2026.

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

MEMBERS PRESENT		MEMBERS ABSENT
Sheriff Shelton White	Sheriff Jack Smith	Sheriff Ed McMahon
Sheriff Chip Hughes	Sheriff Mike Roberson	Mrs. Jennifer Fisher
Sheriff Don Brown	Sheriff Terry Johnson	
Sheriff James McVicker	Sheriff Jeff Crisco	
Sheriff Banks Hinceman	Sheriff Lowell Griffin	
Sheriff Van Shaw	Sheriff Alan Norman	
Mr. Wayne Branch	Retired Sheriff BJ Barnes Jr.	
Mr. Jamie Markham		

STAFF

William Mitchell	Director – Sheriffs' Standards Division
Sirena Jones	Deputy Director - Sheriffs' Standards Division
Joy Strickland	North Carolina Department of Justice, Legal Counsel
Ian Courts	North Carolina Department of Justice, Legal Counsel

Arnetha James	North Carolina Department of Justice
Alex Radford	North Carolina - Sheriffs' Standards Division

Alex Radford declared a quorum was present.

Sheriff Van Shaw addressed the Commission to welcome everyone to Cabarrus County.

Legal Counsel Ian Courts read the Ethics Reminder to the Commission. Mr. Courts asked whether any member had a known conflict or appearance of conflict with respect to any matters coming before the Commission at this time. Negative response.

VISITORS

Trevor Allen	North Carolina Justice Academy
Eric Preddy	North Carolina Criminal Justice Standards Division
Andrew Alvarado	Lincoln County Sheriffs' Office
Eddie Caldwell	North Carolina Sheriffs' Association
Lauren Earnhardt	North Carolina Sheriffs' Association
Karen Ashely	North Carolina LEA
John Dun	Watauga County Sheriff's Office
Aretha T. Parker	Visitor
Ivory Watkins	Visitor
Andre Hinton	Durham County Sheriff's Office
Lindsey Working	Visitor
Daniel Wilson	Vistior
Chris Davenport	Forsyth County Sheriff's Office
Ricky Oliver	Retired Yadkin County Sheriff
Gregg Seabolt	Randolph County Sheriff
Heather Johnson	Randolph County Sheriff's Office
Tyler Smith	Lenoir County Sheriff's Office
Joshua Spurlock	Stanly County Sheriff's Office
Beatrice Toliver	Visitor
Jeannette Toliver	Visitor
SamQuan Evans	Visitor
John Day	Visitor
Sandra Day	Visitor
Marum Thompson	Mecklenburg County Sheriff's Office
Anna Woodley	Perquimans County Emergency Services
Jennifer Smith	Visitor
Bessie M. Toliver-Evans	Forsyth County Sheriff's Office

Quintin Barren	Durham County Sheriff's Office
Larry D. Watkins	Durham County Sheriff's Office
David L. Moore Jr.	Durham County Sheriff's Office
Mary & Julia Foster	Visitors

Sheriff Alan Norman

II. MINUTES OF MARCH 13, 2026, AND APRIL 20, 2026, MEETINGS

A **MOTION** was made by Retired Sheriff Terry Johnson to approve the minutes of March 13, 2026, and April 20, 2026, meeting minutes: Second by Sheriff Jeff Crisco. **MOTION CARRIED**.

III. CERTIFICATES/AWARDS

A **MOTION** was made by Sheriff Jack Smith to approve the list of Professional Certificates and Service Awards; Second by Sheriff Mike Roberson. **MOTION CARRIED**

Sheriff Alan Norman, Director William Mitchell and members of the Commission presented several Professional Certificates and Service Awards.

Sheriff Alan Norman Presented an award to Eddie Caldwell for his years of service and congratulated him on his upcoming retirement.

IV. INFORMATIONAL REPORTS

***N.C. Sheriffs' Association** **Eddie Caldwell**

Mr. Eddie Caldwell of the North Carolina Sheriffs Association addressed the Sheriffs' Commission with Association updates.

The 2026 NCSA Summer Meeting will be held July 25th – July 28th in Myrtle Beach, South Carolina at the Hilton Myrtle Beach.

The Upcoming 2026 Sex Offender Registration Training Classes are set for:

- June 10, 2026 – Pitt County
- June 24, 2026 – Catawba County
- July 8, 2026 – Wake County

The Upcoming 2026 Firearms Laws and Permits Training Classes are set for:

- June 9, 2026 – Pitt County
- June 23, 2026 – Catawba County
- July 7, 2026 – Wake County

The Upcoming 2026 Statewide Misdemeanant Confinement Program Training Classes:

- September 17, 2026 – Haywood County
- September 18, 2026 – Catawba County
- October 6, 2026 – Duplin County
- October 7, 2026 – Pitt County
- October 22, 2026 – Wake County

The 2026 Legislative Update Training Classes scheduled on:

- October 13, 2026 – Duplin County
- October 14, 2026 – Pitt County
- October 27, 2026 – Haywood County
- October 28, 2026 – Catawba County
- November 9, 2026 – Wake County

The 2026 North Carolina Sheriffs' Association Leadership Institute – Week One will be held November 15th -20th at the Rizzo Conference Center in Chapel Hill, North Carolina.

The 2026 North Carolina Sheriffs' Association Fall Meeting will be held November 19th – 20th at the Carolina Club in Chapel Hill, North Carolina.

***North Carolina Justice Academy** **Trevor Allen**

Director Trevor Allen addressed the Commission members and thanked them for the opportunity to present the North Carolina Justice Academy updates.

Director Allen reported on training statistics for In-Person Courses, In Person Students, Online Courses, Online Instructor Updates and SRO Updates.

The DOCC Advisory Group met in March and April to review revisions to the DOCC curriculum. Compliance and Control Tactics (CCT) received only minor updates with no major content changes, and NCJA developed a survey for lead instructors to gather feedback on the materials and implementation challenges, which may inform future revisions.

The Note Taking and Report Writing block underwent more significant updates, including reorganized and clarified objectives, three additional training objectives, a new section addressing artificial intelligence and ethical considerations in report writing, alignment with the new BLET Field Notetaking curriculum, and updated references.

Although these changes improved clarity, consistency, and relevance, they did not significantly alter the focus of the existing objectives.

The next DOCC Advisory Group meetings are scheduled for June 29 and October 16, 2026, in Salemburg.

Director Allen asked the Commission for a vote on supporting curriculum revisions for the Detention Officer Certification Course.

> A **MOTION** was made by Sheriff Van Shaw to approve the revisions to the Detention officer Certification Course proposed by Director Allen; Second by Sheriff Terry Johnson. **MOTION CARRIED**

The 2027 Peace Officers' Memorial Day Ceremony will be held on Tuesday, April 20, 2027, at the Shepherd's Church in Cary North Carolina.

***NC Law Enforcement Accreditation** **Karen Ashley**

Karen Ashley presented an update on NCLEA. She presented the Essential Standards Program (ESP) as a "gateway to accreditation" and a Professional Certificate program had three up and running programs. The Essential Program was approved in March 2026 and went live on June 1, 2026, with the ESP program designed specifically to support small agencies; a preview of the ESP certification certificate was also presented.

The Public Safety Communications Program went live on March 5, 2026, and currently has five communications centers participating, with Hickory Police Department expected to be the first to complete both law enforcement and communications accreditation.

Overall, 94 agencies currently hold accreditation. The Mentor Program is also nearing completion of its federal grant phase, which will support getting the program fully operational. Additionally, work is underway with the Detention Standards Program Advisory Board.

***Probable Cause Committee** **Sheriff Mike Roberson**

Sheriff Roberson reported that the Probable Cause Committee met on June 4, 2026, the Committee reviewed a total of forty (40) cases. Probable cause was found in twenty-two (22) cases with four (4) of those cases resulting in Consent Agreements. Four (4) Consent Agreements were signed and are presented for approval today. No Probable cause was found on six (6) cases. Five (5) cases were postponed until the September 2026 meeting. Seven (7) cases were closed pursuant to Probable Cause Policy.

A **MOTION** was made by Sheriff Lowell Griffin to approve the Probable Cause Committee's recommendation of the two (2) signed Consent Agreements. Second by Sheriff Don Brown. **MOTION CARRIED**

Sheriff Norman acknowledged Sheriff Mike Roberson's tenure on the Sheriffs' Commission and stated that this may be his last meeting. The Commission recognized Sheriff Roberson and thanked him for his years of service.

Joy Strickland introduced the Commission to the newly appointed Criminal Justice Director, Eric Preddy. Director Preddy addressed the Commission and thanked them for allowing him to be part of the team.

V. DIVISION REPORT — William Mitchell

Director William Mitchell presented the Division Report to the Sheriff's Commission.

*EMPLOYEE INFORMATION

The Division currently has one employee out of the office on Maternity Leave. As of now, the division is fully staffed and currently has no open positions available.

*CERTIFICATION ACTIVITY BREAKDOWN BY REGION

The data provided below reflects work performed from March 1st, 2026, through May 25th, 2026.

Western Region (All applications received for this period have been completed)

- New Applications 85
- Certifications Issued 82
- Probationary to General Issuances 8
- Separations Completed 55

Piedmont Region (All applications received for this period have been completed)

- New Applications 165
- Certifications Issued 154
- Probationary to General Issuances 234
- Separations Completed 139

Eastern Region

- New Applications 139
- Certifications Issued 115
- Probationary to General Issuances 194
- Separations Completed 112

Central Region

- New Applications 142
- Certifications Issued 110
- Probationary to General Issuances 234
- Separations Completed 137

Telecommunicator

- New Applications 97
- Certifications Issued 95
- Probationary to General Issuances 55
- Separations 301
- Change of Status 117

TOTAL for the Period

- New Applications 628
- Separations 744
- Change of Status 117
- Probationary to General Issuances 725
- Certifications Issued 556

***CERTIFICATION WORKSHOPS**

Director Mitchell stated; since our March 2026 meeting, staff have delivered three (3) Certification Workshop Classes. The Division has seven (7) additional Certification Workshops scheduled for the following dates / locations:

- June 15, 2026 / Currituck
- July 7, 2026 / Beaufort
- August 12, 2026 / Buncombe
- September 21, 2026 / Cumberland
- October 15, 2026 / Guilford
- November 4, 2026 / Granville
- December 21, 2026 / NCJA Salemburg

***EXTENSION REQUESTS GRANTED AND/OR DENIED**

The division has received and granted 17 requests for training extension during the previous quarter. Agencies are now utilizing the new form which has been uploaded to the division website. I have received several positive comments regarding this new form and the ease of making these requests.

***SCANNING PROJECT**

All Division staff continue to scan separated Justice Officer Files into the ACADIS portal. The last remaining rolling file cabinet has now been removed. The division is now seeking to have carpet installed in this area of the building to allow for much needed office space.

***IADLEST AUDIT**

The Division has entered into contract with IADLEST which will allow for a complete audit of our policies and procedures. This process is in the early stages with an anticipated completion date of December 2026. A representative from IADLEST will be attending a future Commission Meeting in the hope of speaking with several of our Commission Members. We are very excited to work with IADLEST and its staff.

***THC TRAINING COMPLIANCE TO DATE**

The mandated THC Training was issued in December of 2025 to nearly 24,000 Justice Officers across the State. I am pleased to report that as of the 1st of June 2026, all but 14 officers are now in compliance and have completed the required training. I am personally addressing the remailing 14 officers via phone calls and/or emails. I anticipate these officers will be in compliance within days.

VI. ACTION ITEMS **William Mitchell/Joy Strickland**

***REQUEST FOR ONLINE TESTING FOR DOCC AND TCC**

Director Mitchell addressed the commission and stated that the division is seeking approval to proceed with moving DOCC and TCC testing to on-line through the ACADIS System. CJ Standards has moved to mostly online testing for their state exams (BLET, etc.) via ACADIS. We have been investigating using the same process to deliver our detention and telecommunicator state exams. Besides the possibility of online testing, our tests and question banks are currently managed by software that is no longer supported by the company that provided it to us originally. Therefore, we began the process of inputting the course objectives and test questions to ACADIS so we can manage them in supported software regardless of whether or not they move online. That process is ongoing, with 100% of the course objectives in ACADIS, 10% of the DOCC question bank and the majority of the TCC test bank questions entered as May 22, 2026.

Regarding online testing, the request for action would be to move our current paper testing system to online via ACADIS. The main points:

1. We would not be moving to regional testing. I surveyed the delivery sites about their access to computers capable of connecting to the internet and only one school reported a possible issue (with a solution in the works.) We would need to train our onsite testing proctors and field agents on how to deliver the test and troubleshoot ACADIS issues, in addition to making sure all students have an ACADIS account before exam time.
2. Online testing would allow for test updates to be instant, instead of drawn-out process of copying and delivery. This would allow NCJA to input curriculum=um changes much

more quickly without a delay for test update and delivery. Test scoring and data would also be immediate, and test item analysis streamlined.

3. It does not appear that we require a rule change prior to switching online. The rules refer to a "written exam" but that would also apply to a written exam delivered online (as opposed to a verbal exam).

If allowed, we could begin online testing hopefully by the end of 2026 or beginning of 2027, depending on length of time required to get onsite testing location, proctors, and field agents up to date.

A **MOTION** was made by Sheriff James McVicker to move DOCC and TCC testing to online format; Second by Sheriff Lowell Griffin. **MOTION CARRIED**

***ADMINSTRATIVE RULES**

Joy Strickland addressed the Commission regarding several rules to approve rule making authority. She discussed the content changes in Rules 12 NCAC 10B .0204 (Suspension: Revocation : or Denial or Certification), 12 NCAC 10B .0205 (Period of Suspension, Revocation, or Denial), 12 NCAC 10B .0304 (Medical Examination), 12 NCAC 10B .0305 (Background Investigation), 12 NCAC 10B .0408 (Verification of Records to Division), 12 NCAC 10B .0410 (Agency Reporting of Drug Screening Results) and 12 NCAC 10B .2104 (Annual Firearms Qualification Specifications). If there are no issues with the rule-making process, the earliest the rule can become effective is November 1, 2026.

A **MOTION** was made by Sheriff Mike Roberson to approve rulemaking authority for rules 12 NCAC 10B .0204, .0205, .0304, .0305, .0408, .2104 except for 12 NCAC 10B .0410; Second by Sheriff Don Brown. **MOTION CARRIED**

Joy Strickland addressed the Commission with an additional rule 12 NCAC 10B .0103(6) detention officer rule clarification. This is a proposal for rule change and/or modification to readdress this proposed rule change that was presented to the Commission in November 2025.

A **MOTION** was made by Sheriff James McVicker to approve rule 12 NCAC 10B .0103(6); Second by Sheriff Terry Johnson. **MOTION CARRIED**

***FORMS**

Director William Mitchell asked for the commission's approval for new and/or modified Division Forms. The recommendations provided during the March meeting by the Commission have been addressed. These forms represent the final draft, and the division is seeking your approval to upload these items for use statewide. The proposed forms are F-3 (Personal History Statement), F5 (Report of Separation), F-8 (Background Investigation Summary), F-9 (Change of Status Deputy Sheriff and Detention Officer), F-9A (Firearms Qualification Record), F-15 (Request for Training Extension) and F-33 (Officer charges and Orders Report).

A **MOTION** was made by Sheriff Lowell Griffin to approve the new and/or modified Division Forms; Second by Sheriff James McVicker. **MOTION CARRIED**

Joy Strickland and Ian Courts gave a presentation on how the division processes Probable Cause Hearings and Final Agency Decisions. The purpose of the presentation was to be transparent on what staff do on moving everything forward to the Commission.

The Commission summarized the closed session matters as follows:

Director William Mitchell discussed personnel related training / Certification Requests, Training Extensions/Waivers in closed session.

A **MOTION** was made in closed session by Sheriff Mike Roberson to approve the Extension and waiver requests; Second by Sheriff Jeff Crisco. **MOTION CARRIED**

The Commission discussed in closed session the Four (4) consent agreements from the Probable Cause Committee.

A **MOTION** was made in closed session by Sheriff James McVicker to approve the consent agreements; Second by Sheriff Shelton White. **MOTION CARRIED**

A **MOTION** was made by Sheriff Chip Hughes to go into open session; Second by Sheriff Mike Roberson. **MOTION CARRIED**

VII. OTHER BUSINESS

Sheriff Alan Norman stated that our next meeting will be in Hickory September 17-18, 2026.

VII. ADJOURNMENT

A **MOTION** was made by Sheriff Mike Roberson to adjourn the June 5, 2026, Sheriffs' Commission meeting: Second by Sheriff Terry Johnson. **MOTION CARRIED**