

MINUTES

North Carolina Criminal Justice Education and Training Standards Commission

Planning and Standards Committee

August 11, 2021

The Planning & Standards (P&S) Committee of the North Carolina Criminal Justice Education and Training Standards (CJETTS) Commission met at Wake Technical Community College Public Safety Center on Wednesday, August 11, 2021, at 10:04 am.

Committee Members Present

Commissioner Leslie Cooley-Dismukes (Chair), Commissioner Robert Hassell (Vice-Chair), Commissioner Richard Epley, Commissioner Billy Gartin, Commissioner Stan Hicks, Commissioner Estella Patterson, Commissioner Frederick Sellers.

Guests Present

Commissioner Chris Blue, Commissioner Eddie Caldwell, Commissioner Steve Johnson, Commissioner Stephanie Freeman, OSDT, Commissioner Jamie Vaske, Western Carolina University/NCCJA, Director Trevor Allen, NCJA, Thomas Forrest, Pitt Community College, Jamie Wicker, Wake Technical Community College, Jon Gregory, Wake Technical Community College, Cathrine Anderson, DPS/JJ.

CJ Standards Staff Present

Director Jeffery Smythe, Deputy Director Michelle Schilling, Deputy Director Richard Squires, Charminique Williams, Bob Overton, Jason McIntyre, Alex Radford, Sharon Witherspoon, and Lacy McVey.

Call to Order

Committee Chair Leslie Cooley-Dismukes called the meeting to order at 10:04 am and read the ethics statement. The Chair requested a roll call and declared a quorum.

Approval of Minutes

A **Motion** to approve the May 19, 2021 committee minutes was made by Commissioner Richard Epley, seconded by Commissioner Stan Hicks. **Motion carried.**

Requests for Rulemaking Authority

The Planning and Standards Committee considered three rules for a request for rulemaking authority:

12 NCAC 09G .0504 – Suspension: Revocation: or Denial of Certification

- The Committee considered proposed changes to this rule to make it consistent with 12 NCAC 09G .0206 – Moral Character. The Moral Character rule does not require sanctions for corrections officers for the commission of misdemeanor offenses, only for conviction.

A **Motion** to adopt the proposed revisions was made by Commissioner Epley, seconded by Commissioner Hassell. **Motion carried.**

12 NCAC 09A .0205 – Period of Suspension: Revocation: or Denial & 12 NCAC 09G .0505 – Period of Suspension: Revocation: or Denial

- The Committee considered proposed changes to this rule to allow the Commission to both reduce the period of sanction and impose a period of probation if it feels appropriate to do so, in effect, offering a “split sentence.”

A **Motion** to adopt the proposed revisions for 09A .0205 was made by Commissioner Hassell, seconded by Commissioner Sellers. **Motion carried.**

12 NCAC 09G .0505 – Period of Suspension: Revocation: or Denial

- 09G 0505
 - In subsection (b), remove the language “under Paragraph (c) of this Rule” as unnecessary.

A **Motion** to adopt the proposed revisions with the changes noted above for 09G .0505 was made by Commissioner Hassell, seconded by Commissioner Hicks. **Motion carried.**

Rulemaking Hearing

The Committee conducted a public rulemaking hearing on one (1) rule. The Committee considered the following rule:

12 NCAC 09B .0305 – Terms and Conditions of Specialized Instructor Certification

- The Committee considered revisions to this rule to allow Specialized Instructors whose certifications have expired to renew without retaking the whole course. The Committee voted to recommend adoption of the proposed changes to the rule as set out in the packet with the following additional revisions:

- On page 2, line 33, change “documented evidence” to “documentation”
- On page 3, lines 7-9, change “documented proof” and “shall be maintained” to “has documentation that.....have been maintained”
- Change (6) to (g)
- Change (7) to (h)
- Change (g) to (i)

A **Motion** to adopt the proposed revisions with the noted changes above was made by Commissioner Patterson, seconded by Commissioner Hassell. **Motion carried.**

Committee Items:

The Committee took up two Action Items:

- Use of Electronic Signatures – The Department of Public Safety, Division of Adult Correction has requested that it use verified electronic signatures on the Adult Correction’s Personnel Action Request (PAR) form. In light of legal precedent and existing statutes, the staff has reviewed and does not see an issue with allowing electronic signatures. SmartSheet is used to secure electronic signatures.

A **Motion** to allow electronic signatures on the PAR form was made by Commissioner Epley, seconded by Commissioner Hassell. **Motion carried.**

- 10th System Plan Suggestions
 - The Committee reviewed proposed goals and objectives for the 10th System Plan. The Committee will need to finalize the language of the System Plan at the November meeting so that the Commission can vote to approve the System Plan in time for it to go into effect in January of 2022.

A **Motion** to present the drafted goals and objectives for the 10th Edition System and request suggestions from the Commission was made by Commissioner Hassell, seconded by Commissioner Patterson. **Motion carried.**

The next meeting of the Committee will be on November 18, 2021.

A **Motion** to adjourn was made by Commissioner Epley and seconded by Commissioner Gartin. **Motion carried.**

The meeting adjourned at 11:49 am.