

**BLET ADVISORY GROUP
MEETING MINUTES
June 4, 2021
Teleconference Meeting**

Jennifer Fisher called the meeting to order at 10:00 am and thanked everyone for attending the June 4, 2021, BLET Advisory Group meeting. Leann Supko conducted a formal roll call. A quorum was present. Jennifer Fisher recognized guests in attendance and asked that they introduce themselves.

Members Present:

Rick Barney, Craven Community College
Jon Gregory, Wake Technical Community College
Billy Kelly, Rockingham Police Department
Kenneth Klamar, Sunset Beach Police Department
Randy Shepherd, Guilford County Sheriffs' Office
Richard Tullis, Asheville Police Department
Sammy Turner, Brunswick County Sheriffs' Office
Aaron Vassey, Cleveland Community College
Steve Warren, Western Piedmont Community College

Members Absent:

Kelly Blackwelder, Town of Elon Police Department
Joseph Cotton, North Carolina State Highway Patrol

Ex-Officio Members Present:

Autumn Hanna, Sheriffs' Standards Division
Brenda Rivera, North Carolina Department of Justice
Michelle Schilling, Criminal Justice Standards Division

Ex-Officio Members Absent:

Chris Scott, Sheriffs' Standards Division
Diane Konopka, Sheriffs' Standards Division
Charminique Williams, Criminal Justice Standards Division

Staff Present:

Jennifer Fisher, North Carolina Justice Academy
Leann Supko, North Carolina Justice Academy
Laurie Austen, North Carolina Justice Academy
Stacy Holloman, North Carolina Justice Academy
Alex Gazaway, North Carolina Justice Academy
Dan Worley, North Carolina Justice Academy

Guests Present:

Mickey Biggs, North Carolina Community Colleges
Tracy McPherson, North Carolina Community Colleges

OLD BUSINESS

- Approval of March 5, 2021 meeting minutes

Members were afforded an opportunity to review the minutes from the March 5, 2021 meeting. Sammy Turner made a **motion** to accept the minutes. Rick Barney **seconded**. As this was a teleconference meeting, Leann Supko conducted a formal roll call vote. **None opposed**. No further discussion. **Motion carried**.
- BLET Job Task Analysis (JTA) Revision Update—BLET 2023

Alex Gazaway provided the group with an update on the BLET 2023 revision. Mr. Gazaway began by thanking the group for their feedback and said all feedback is greatly appreciated. Module 2 of the BLET 2023 curriculum is nearing completion. Some lesson plans from Module 3 have been released for review. Traffic lesson plans and some Sheriff's blocks will soon follow. The BLET 2023 revision is now over halfway complete and should be finished by the end of summer. Several School Directors shared lesson plans with instructors who provided feedback, and some have provided references. Ninety to ninety-five percent of all feedback that comes in is used. Mr. Gazaway strongly encouraged feedback. The curriculum will be piloted in January 2022. Any feedback from that process is also strongly encouraged.

In reference to the course management guide, Tracy McPherson asked if any special considerations will be offered for nighttime BLET academies? Mr. Gazaway stated they are in discussion with two night academy's that start May of 2022 and end in December 2022. There is a base lesson plan for each module. Once the base lesson plan is taught, the School Directors have the discretion to teach the module however it best fits their schedule. Michelle Schilling clarified that one BLET night academy is currently participating in the pilot from May 2022 to December 2022. No further discussion. Mrs. Fisher thanked Mr. Gazaway for the update.

NEW BUSINESS

- Proposed Lesson Plan Revisions

Jennifer Fisher reiterated to the group that only critical revisions will be made, such as statutory changes or fixing incorrect information, until the BLET 2023 curriculum is complete. All new information will be channeled to the BLET 2023 revision.

Orientation

Mrs. Fisher advised that the Orientation lesson plan had a minor revision on administrative codes to ensure they were still valid. Mrs. Fisher opened the floor for discussion. No discussion ensued. Randy Shepherd made a **motion** to accept the proposed revision. Sammy Turner **seconded**. As this was a teleconference meeting, Leann Supko conducted a formal roll call vote. None opposed. **Motion carried**.

Juvenile Law and Procedures

Mrs. Fisher stated the legal team re-reviewed the Juvenile Law and Procedures lesson plan. As Raise the Age was implemented last year, an additional review of the material was needed. Jarrett McGowan updated some language in the lesson plan centered around Raise the Age. Mrs. Fisher opened the floor for discussion. No discussion ensued. Rick Barney made a **motion** to accept the proposed revision. Sammy Turner **seconded**. As this was a teleconference meeting, Leann Supko conducted a formal roll call vote. None opposed. **Motion carried.**

First Responder

Mrs. Fisher stated the Epilepsy Foundation updated their epilepsy video that is used in the First Responder lesson plan. Replacing the video with the updated version is the only change proposed for this lesson plan. Mrs. Fisher opened the floor for discussion. No discussion ensued. John Gregory made a **motion** to accept the proposed revision. Sammy Turner **seconded**. As this was a teleconference meeting, Leann Supko conducted a formal roll call vote. None opposed. **Motion carried.**

OTHER BUSINESS

➤ Division Reports

North Carolina Criminal Justice Training and Standards Division Report

- Michelle Schilling provided a group with an update regarding virtual BLET training. In January 2020, some BLET School Directors requested to begin virtual training on BLET non-skill-based material due to COVID. By February 2020, Wake Technical Community College started with sixteen full-time students. Overwhelmingly, both students and instructors preferred traditional in-person teaching. Virtual training is not a replacement for the traditional learning environment. There were administrative concerns, including technology issues, and attendance reports were not reliable. The virtual platform ended up being more time-consuming as it required constant monitoring. The Commission will not pursue virtual BLET.
- The purpose of the BLET test pilot in January 2022 is to tweak the curriculum as needed before sending it out to multiple pilot sites. Twenty-three schools have been selected, including one nighttime academy, which will pilot the new curriculum starting in May/July 2022. Ms. Schilling is really looking forward to the feedback. Currently, CJ Standards is working with Dan Worley and Alex Gazaway to develop test questions for the BLET 2023 state exam.
- CJ Standards is currently working on updating forms. Many forms are redundant and staff are working towards streamlining forms out there. For instance, Pre- and Post-delivery forms will be condensed. There are currently multiple forms for each that require the same information.
- The student course completion record for BLET has been updated to include demographic information. A standard orientation roster has been created for BLET, which also contains demographic information. Legislatures and other entities often request demographic information for BLET students. Previously,

there was no means to capture that data. The forms will be on the website by Monday. Ms. Schilling stated she is sending an email to all BLET School Directors to begin using the new forms. All demographic data is self-reported by the student.

- The F-12 A form has been approved for an update for specialized instructors to reissue certification. If instructors have been expired but in good standing for less than three years and maintained their general instructor certificates, they can be reinstated as specialized instructors. The codes and forms are being changed. This was done in order to keep strong instructors, specifically those who may have retired but continue to teach.

North Carolina Sheriff's Training and Standards Commission Division Report

- Autumn Hanna advised the group that a Job Task Analysis for Telecommunicator and Detention Officer Certification Courses is in progress. The surveys have been completed. Additionally, the Telecommunicator Certification will be required for all telecommunicators in North Carolina effective July 2022. Direct those with questions to the main part of the NC Sheriffs' Training and Standards Division website. Questions can be sent in on the website. A FAQ link can also be found on the website for the Telecommunicator Certification Course.

North Carolina Department of Justice Division Report

- Brenda Rivera stated she is assisting Michelle Schilling with the legal review of test questions.

➤ Open Discussion

Mrs. Fisher opened the floor for discussion. Michelle Schilling stated the School Directors Conference would be held in October 2021.

Currently, two Job Task Analyses are underway. Stacy Holloman stated his appreciation to the group for all their hard work. Laurie Austen also expressed appreciation for the group's hard work. The commission staff at the NCJA are busy but have felt the friendship and support.

Mrs. Fisher advised of Randy Shepherd's departure from the group. Mrs. Fisher stated that Mr. Shepherd has worked diligently for the BLET Advisory Group since 2014. Mrs. Fisher expressed gratitude to Mr. Shepherd for his commitment to the group and state. Mr. Shepherd stated he has a 27-year career in law enforcement and hopes to stay involved. Mr. Shepherd stated he enjoyed his time with the BLET Advisory Group.

ADJOURNMENT

Kelly Blackwelder made a **motion** to adjourn the meeting. Randy Shepherd **seconded**. Leann Supko conducted a formal roll call vote. None opposed. **Motion carried**. Meeting adjourned at 10:32 am.

Respectfully submitted,
Leann Supko
Program Assistant

Date

