

**BLET ADVISORY GROUP
MEETING MINUTES
June 3, 2022
Teleconference**

Jennifer Fisher called the meeting to order at 10:00 am and thanked everyone for attending the June 3, 2022, 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
Kelly Blackwelder, Town of Elon Police Department
Jaquelyn Bryley, Charlotte Mecklenburg Police Department
Joseph Cotton, North Carolina State Highway Patrol
John Etheridge, College of the Albemarle
Jon Gregory, Wake Technical Community College
Kenneth Klamar, Sunset Beach Police Department
Boris Neal, Wake County Sheriffs' Office
Sammy Turner, Brunswick County Sheriffs' Office
Aaron Vassey, Cleveland Community College
Yovana Vest, Fayetteville Technical Community College

Ex-Officio Members Present:

Michelle Schilling, Criminal Justice Standards Division
Autumn Hanna, Sheriffs' Standards Division

Ex-Officio Members Absent:

Staff Present:

Jennifer Fisher, North Carolina Justice Academy
Leann Supko, North Carolina Justice Academy
Haley Cooper, North Carolina Justice Academy
Trevor Allen, North Carolina Justice Academy
Alex Gazaway, North Carolina Justice Academy
Laurie Austen, North Carolina Justice Academy

Guests Present:

Tracy McPherson, North Carolina Community Colleges
Lorin Dingler, North Carolina Community Colleges
Jeffrey Smythe, Criminal Justice Standards Division

OLD BUSINESS

- Approval of March 4, 2022 meeting minutes

Members were afforded an opportunity to review the minutes from the December March 4, 2022 meeting. Sammy Turner made a **motion** to accept the minutes. Rick Barney **seconded**. Leann Supko conducted a formal roll call vote. **None opposed**. No further discussion. **Motion carried**.

➤ BLET Job Task Analysis (JTA) Revision Update—BLET 2023

Mr. Gazaway presented the group with an update on the BLET 2023 revision. The new curriculum is currently 29 topics at 768 hours. It is divided into 384 classroom hours, 354 hours for practical skills training, and 30 hours for end-of-topic testing. The hours may change as lesson plans continue to be revised or reviewed by legal staff. Two part-time attorneys have been hired to assist Haley Cooper with the legal review. Fourteen lesson plans are currently in various stages of legal review. The legal team is checking references, endnotes, and sources. References must come from an original source. References of lesson plans are no longer used.

Power points and the Course Management Guide are in development. The Course Management Guide has gone back and forth from the revision team to Michelle Schilling, who has gathered input from the field. The Course Management Guide may be ready for review in the next few weeks. Additionally, Ms. Schilling is working with the BLET State Design Group to create the state exam. Lastly, the revision team is reviewing the administrative code for any rule changes prompted by the revisions.

The pilot process is in its planning stages. It has been extended and is scheduled to begin in January 2023 at Fayetteville Technical Community College. Multisite pilots will begin in July 2023. Aaron Vassey asked if there was a list of the testing sites. Michelle Schilling elaborated that the sites were picked based on the number of testers and the schools' interest in participating in the pilot. Ms. Schilling stated she would email the group members with that information.

Mr. Gazaway advised that the revision team has decided to create small committees for a final review of the lesson plans before the pilot begins. These committees will be made up of 4-6 subject matter experts. A committee will exist for all 39 topics of instruction. Aaron Vassey asked for elaboration on the subject matter expert committees. Mr. Vassey inquired if the feedback they received was not sufficient and what is the role of the BLET Advisory Group? Mr. Gazaway stated that originally materials were sent out to the field for review. Some feedback from the field was agency-specific, but 90-95% of all input was utilized. Now that lesson plans are completed and have gone through a legal review, those in the field have not seen the finished product. Mr. Gazaway stated the revision team wants to be transparent about the process. Mr. Gazaway hopes to say the group received feedback from every stakeholder possible.

Mr. Gazaway further clarified that Jeffrey Smythe met with the Executive Committee at CJ Training and Standards. It was decided to have individual committees of experts who teach the curriculum consistently review the materials. Mr. Gazaway elaborated that some of the current Advisory Groups at the NCJA will be utilized. The committees are currently being put together. Mr. Gazaway stated that if anyone on the BLET Advisory Group would like to serve on a subject matter expert committee, let him know. Between legal and final reviews, the revision team now intends to show the final product, including lesson plans, PowerPoints, and handouts, for review by these

committees. This process will allow the lesson plans one last review before moving to the pilot phase.

Jennifer Fisher opened the floor for discussion. Some members in attendance have not been able to attend all of the Education and Training Standards and Sheriffs' Commission meetings. Aaron Vassey asked if both commissions support the BLET 2023 curriculum. Mr. Gazaway stated the revision team reports to both commissions quarterly, and feedback has been supportive. Jeffrey Smythe elaborated that he constantly communicates with the Executive Committee of the Criminal Justice Training and Standards Division. The Executive Committee is on board with the curriculum changes. Mr. Smythe stated that the goal is to get the best product within the appropriate timeframe. Mr. Smythe is thrilled with the work of the developmental team, which meets weekly. End of discussion.

NEW BUSINESS

➤ Lesson Plan Revisions

Jennifer Fisher reiterated to the group that only critical revisions, such as statutory changes or fixing incorrect information, will be made until the BLET 2023 curriculum is complete. All new information will be channeled to the BLET 2023 revision. Detention Duties is currently under legal review. Additionally, Mrs. Fisher is meeting with the North Carolina Harm Reduction Coalition next week. Any necessary updates prompted by the legal review or meeting will be presented to the group. Mrs. Fisher opened the floor for discussion. No discussion ensued.

OTHER BUSINESS

➤ Division Reports

North Carolina Criminal Justice Training and Standards Division Report

Michelle Schilling advised the group that there have been staffing changes at the CJ Standards Division. Richard Squires has taken the position of Director at Sheriff's Standards. The investigator and administrative positions have been filled. Mike Whitely and Russell Henderson have transitioned to new positions. Therefore, the Instructor and SMI Program Manager positions will be posted soon.

Ms. Schilling advised the group on the current department endeavors. The week of June 13, 2022, Ms. Schilling will visit the school directors in region one. Ms. Schilling plans to meet with School Directors to address any concerns or issues they may have. At a later date, Ms. Schilling intends to schedule meetings with those in regions two, three, and four. Additionally, the School Directors Conference is scheduled for August 21 – 23, 2022. Registration will begin after July 1, 2022. Ms. Schilling stated she is looking forward to the conference and that the agenda is packed. The BLET State Design Group will present at the August 2022 Education and Training Standards Committee meeting. Mrs. Fisher opened the floor for discussion. No discussion ensued—end of the report.

North Carolina Sheriff's Training and Standards Commission Division Report

Autumn Hanna stated Richard Squires is the new director of the Sheriff's Training and Standards Division. End of report.

North Carolina Department of Justice Division Report

Haley Cooper stated Bob Brackett is the new attorney for the NCJA's West Campus. End of report.

➤ Open Discussion

Mrs. Fisher opened the floor for discussion. Mrs. Fisher congratulated Jon Gregory on his promotion to Dean of the Public Safety Department at Wake Technical Community College. Michelle Schilling also extended her congratulations to Mr. Gregory. Mrs. Fisher asked members to contact her if they needed access to SharePoint for the BLET 2023 lesson plans. End of discussion.

ADJOURNMENT

Sammy Turner made a **motion** to adjourn the meeting. Kenneth Klamar **seconded**. Leann Supko conducted a formal roll call vote. None opposed. **Motion carried**. Meeting adjourned at 10:37 am.

Respectfully submitted,
Leann Supko
Program Assistant
North Carolina Justice Academy

Date
June 3, 2022