

**NORTH CAROLINA CRIMINAL JUSTICE  
EDUCATION AND TRAINING STANDARDS COMMISSION**

**MINUTES**

**DATE:** May 21, 2021  
**TIME:** 9:00 A.M.  
**LOCATION:** Wake Technical Community College - Public Safety Education Campus  
Raleigh, North Carolina  
**SUBMITTED BY:** Richard Squires  
Interim Director

**MEMBERS PRESENT**

Chief Chris Blue  
Captain Marianne Bond  
Ms. Tasha Jones Butts  
Mr. Eddie Caldwell  
Ms. Leslie Dismukes  
Mr. Richard Epley  
Mr. Lee Farnsworth  
Ms. Stephanie Freeman  
Sergeant Billy Gartin  
Mr. Andrew Gregson  
Ms. Jane Gilchrist  
Mr. Andrew Hendry  
Chief David Hess  
Mr. Stan Hicks  
Mr. Jonathan Holbrook  
Chief Brian James  
Ms. Teresa Jardon  
Mr. Steve Johnson  
Chief Jeff McCracken (retired)  
Major Joe Cotton  
Mr. Nathan Mizell  
Ms. Tracy McPherson  
Chief Ron Parrish  
Director Bob Schurmeier  
Mr. Michael Slagle  
Ms. Jamie Vaske  
Ms. Angela Williams  
Mr. Frederick Sellers

**MEMBERS ABSENT**

Chief Eddie Buffaloe  
Sergeant Randy Byrd  
Chief Cerelyn Davis  
Chief Robert Hassell  
Mayor Bobby Kilgore  
Deputy Chief Stella Patterson

**I. CALL TO ORDER**

Commission Chair Chris Blue called the meeting to order. Ms. Erica Reid, administered the Oath of Office to new members: Dr. Jamie Vaske of Western Carolina University, who represents the N.C. Criminal Justice Association; Sergeant Billy Gartin of Raleigh Police Department, who was appointed by the Attorney General; and Mr. Frederick Sellers, Senior Associate Vice President, Campus Safety and Emergency Operations who represents the President of the University of North Carolina. Ms. Reid administered the Oath of Office to reappointed member Mr. Andrew Hendry, who was appointed by the Governor. Chair Blue read the Ethics Responsibility into the minutes. He declared that a quorum was present and welcomed all visitors to the Commission meeting.

Commission Chair Blue personally thanked Ms. Joleigh Kelley and Mr. Jon Gregory for hosting the Commission at the Wake Technical Community College Public Safety Education Campus.

## II. AWARDING OF ADVANCED CERTIFICATES [Agenda Memorandum No. 02-21]

Commission Chair Blue reported that staff had evaluated the applications of all one hundred and fifty (150) candidates. There were one hundred and forty-two (142) candidates for the Advanced Law Enforcement Certificate and eight (8) candidates for the Advanced Criminal Justice Certificate. He noted that each of these applicants had met the requirements to receive the Advanced Certificate and the Advanced Certificate pin.

**MOTION was made by Commissioner Ron Parrish that the Commission award the Advanced Law Enforcement Certificate or Advanced Criminal Justice Certificate to each named individual. The MOTION was seconded by Commissioner Tasha Jones Butts and carried unanimously.**

## IV. MINUTES OF FEBRUARY 25, 2021 MEETING

Commission Chair Blue entertained a motion to approve the minutes of the previous Commission meeting.

**MOTION was made by Commissioner Richard Epley that the Commission approve the minutes of the February 25, 2021 meeting. The MOTION was seconded by Commissioner Stan Hicks and carried unanimously.**

## V. STANDING COMMITTEE REPORTS

### A. Executive Committee - Chair Eddie Caldwell

Chairman Caldwell reported that the Executive Committee met on Thursday, May 20, 2021, at the Wake Technical Community College Public Safety Training Center in Raleigh.

Chair Caldwell reported that Mr. Jeff Welty, Special Deputy Attorney General for the Special Prosecutions Law Enforcement Section of the Attorney General's office presented a report on whether the Probable Cause Committee meetings must or should be open to the public. Chair Caldwell explained that as a result of numerous media inquiries regarding records access, Mr. Welty was asked by the Attorney General's office to research open meeting laws and how they apply to Probable Cause Committee. Chair Caldwell stated Mr. Welty did an outstanding job both in explaining the laws regarding open meetings and researching the history of the Probable Cause Committee meetings. Chair Caldwell explained that prior to 2009, Probable Cause Committee meetings were open; and then the decision was made by the Commission to close them. During the Executive Committee meeting, input was received on how Probable Cause Committee meetings had worked in the past; both before and after 2009. Input was also received from the current Probable Cause Committee Chair, Ron Parrish. Chair Caldwell stated Mr. Welty's report was thorough and well-balanced and at the conclusion of the report, there was no feeling that anything needed to change in our current Probable Cause Committee meeting procedures. The feeling was that it is in the best interest of the Criminal Justice profession to keep the current procedure of having the Probable Cause Committee meetings closed. Chair Caldwell thanked Mr. Welty for doing an outstanding job on this report.

Next, Chair Caldwell reported discussion was held regarding SharePoint and that the Executive Committee wanted to survey the Commission to see how SharePoint was working for the Commissioners; i.e. whether the SharePoint was working or if they needed the documents printed out. He explained that that some Commissioners may not be able to print hard copies of the Commission documents. Chair Caldwell requested Commissioners complete the survey included in their packet and indicate if they would prefer Commission documents via SharePoint or U.S. mail. The documents will still be posted on SharePoint regardless.

Chair Caldwell stated that the Executive Committee discussed the Commission dates for next year. The new dates for 2022 are: February 23 - 25, 2022, May 11 - 13, 2022, August 10 - 12, 2022, and November 2 - 4, 2022. These meetings will be held at the Wake Technical Community College Public Safety Education Campus.

**MOTION was made by Chair Caldwell to approve the 2022 Commission meeting dates; seconded by Commissioner Brian James. The MOTION carried unanimously.**

Chair Caldwell then reported on two funding issues for Criminal Justice Standards Division. He stated that Criminal Justice Standards Division is funded off court costs and fees and that these court costs and fees are not dependable and have lately been down. This makes it difficult for Interim Director Squires and the Department of Justice to budget. The request is that the General Assembly put Criminal Justice Standards Division in the General Fund like other state agencies. The funds Criminal Justice Standards Division would get from court costs would then go into the General Funds. The second funding issue is an expansion plan for additional staff. Interim Director Squires detailed in his report, the need for additional personnel and the amount of funds needed for these positions.

**MOTION was made by Chair Caldwell that the Commission go on the record in support of shifting Criminal Justice Standards Division funds to General Funds and support the additional personnel request as detailed in Interim Director Squires Report; seconded by Commissioner Parrish.**

Chair Caldwell asked Interim Director Richard Squires to give an update on the Criminal Justice Standards Division. A copy of his written report is attached.

Chair Caldwell asked Director Trevor Allen to give an update on the Justice Academy. A copy of his written report is attached.

**B. Education and Training Committee – Chair Stephanie Freeman**

Chair Freeman reported that the Education and Training Committee met on Wednesday, May 19, 2021 at Wake Technical Community College, Raleigh, North Carolina.

Chair Freeman reported that on behalf of the Criminal Justice Standards Division, Deputy Director Michelle Schilling requested a rule change to allow the reissuance of an individual's expired Specialized Instructor Certification when that individual has fully met all requirements for reissuance. Corresponding changes are being recommended to the F-12A, Renewal of Instructor or Professional Lecturer Certification to reflect the option of Reissuance. This request would require a rule change for the following rule: 12 NCAC 09B .0305 – Terms and Conditions of Specialized Instructor Certification.

**MOTION was made by Chair Freeman that the Commission hereby authorize the Planning and Standards Committee to conduct a rulemaking hearing to amend the rule, 12 NCAC 09B .0305 – Terms and Conditions of Specialized Instructor Certification as follows: Paragraph "f" shall be changed to read as follows: "Those individuals who have previously held Specialized Instructor Certification and have not exceeded a three year time period from when his or her Specialized Instructor Certification expired are eligible to reapply for re-issuance of the previously held Specialized Instructor Certification. An application for re-issuance shall contain documented evidence that the applicant: (1) holds a current General Instructor certification; (2) has completed all pre-qualification requirements for that specialty; (3) has passed the state examination for that specialty with a minimum score of 75; (4) has completed 8 hours of evaluated instruction in the specialty where re-issuance of certification is taught, as documented on an F-16 located on the agency's website: <https://ncdoj.gov/law-enforcement-training/criminal-justice/forms-and-publications/>. The 8 hours of instruction shall be taught within 60 days of the Specialized Instructor Certification being reissued and evaluated by a Specialized Instructor certified in that**

**specialty. Failure to complete the required 8 hours of evaluated instruction will result in the reissued Specialized Instructor Certification being revoked. (5) documented proof that all non-Commission certificates required in Rule .0304(d)(1), (g)(2), (i)(1), and (j)(1) for Specialized Instructor certification in the First Responder, Physical Fitness, Explosive and Hazardous Materials, and Juvenile Justice Medical Emergencies topical areas shall be maintained; and (6) Applicants for re-issuance of the Specialized Instructor Certification shall have one opportunity to pass the pre-qualification skills assessment and the state examination for that specialty. Should an applicant not achieve a passing score on either the pre-qualification skills assessment or the state examination for that specialty, the applicant will be required to successfully complete the specific Specialized Instructor Course in its entirety. (7) Applicants whose Specialized Instructor Certification is suspended or revoked does not qualify for re-issuance. The applicant shall complete the specific Specialized Instructor Course in its entirety." The original Paragraph "(f)" shall be changed to reflect Paragraph "(g)."; seconded by Commissioner Steve Johnson. The MOTION carried.**

Chair Freeman reported Commissioner Steve Johnson requested the Education & Training Committee allow the Joint In-Service Training Committee to have the final approval of training objectives prepared for the annual Mandatory In-Service Training topics. After discussion, it was decided to adjust the Joint In-Service Training Committee's timeline to allow for the approval of topics and objectives at the November meeting of the Commission. Therefore, Commissioner Johnson withdrew his motion.

Deputy Director Schilling recommended the accreditation of Forsyth Technical Community College for a period of 5 years in accordance with 12 NCAC 09B .0200 and 12 NCAC 09C .0401 for the delivery of the Commission-accredited course: Instructor Training. Deputy Director Schilling recommended the reaccreditation period of 5 years in accordance with 12 NCAC 09B .0200 and 12 NCAC 09C .0401 of the following institutions: SMI – Granville County Sheriff's Office; BLET, SMI, and Instructor Training – Central Carolina Community College; SMI - Brunswick County Sheriff's Office; BLET, SMI, and Instructor Training – Guilford Technical Community College; and BLET, SMI, and Instructor Training – Rowan Cabarrus Community College. The Committee approved the accreditation and reaccreditation recommendations.

Deputy Director Schilling requested, due to the current ammunition shortage, relief be provided for the current qualification guidelines to reflect that students are required to qualify on the two qualification courses (handgun day and night) and the combat shooting course once in two consecutive attempts. Once the qualification attempts begin, there is no practice between qualification attempts. The course is conducted two consecutive times. Should this relief be granted, it is further requested that it be applied at the discretion of the BLET School Director and that the relief period expires on June 30, 2022. The Committee tabled the request, and asked the Criminal Justice Standards Division to research the issue further and return to the August meeting with their findings.

Ms. Felicia Banks, on behalf of the North Carolina Department of Public Safety – Adult Correction and Juvenile Justice, the Office of Staff Development and Training (OSDT), requested approval of changes made to the following program: 12 NCAC 09G .0415 Corrections Specialized Instructor Training – Firearms. The changes include a request to end Pilot Authority with major revisions to the following firearms lesson plans, including the revision, deletion, or addition of objectives, hours, and/or changes to the course lesson purpose and titles: Course Overview (600-01); Legal Considerations for Firearms Instructors (600-2); Dept. of Public Safety, Division of Adult Corrections Firearms Training Courses (600-3); Firearms Safety (600-4); Range Operations (600-5); Medical Emergencies on the Range (600-6); Handgun Training (600-7); Handgun Low/Limited Fire (600-8); Handgun Care and Maintenance (600-9); Advanced Handgun Training (600-10); Advanced Handgun Training Courses of Fire (600-11); Shotgun Training (600-11); Shotgun Care and Maintenance (600-13); Situational Use of Firearms (600-16); Situational Exercises: Daytime and Low Limited Light (600-17). The Committee approved the request.

Chair Freeman reported on behalf of the SMI Advisory Group, Jason McIntyre, Criminal Justice Standards Division, requested the approval of the following speed measuring instrument for inclusion on the approved list of speed measuring instruments: Applied Concepts Inc., Stalker LIDAR RLR. The Committee approved the request, with an effective date of June 1, 2021.

Chair Freeman reported on behalf of the SMI Advisory Group, Terry Miller, North Carolina Justice Academy, requested approval of changes made to Appendix A and C of the Supplement for SMI Training. The changes reflect updates necessary pursuant to the approval of the Applied Concepts Inc., Stalker LIDAR RLR. Additionally, Mr. Miller reported that several minor changes would be made to various SMI manuals, primarily consisting of grammatical corrections. The Committee approved the request, with an effective date of June 1, 2021.

Next, Chair Freeman reported on behalf of the Instructor Training Advisory Group, Jessica Cook, North Carolina Justice Academy, requested approval of a major revision to Instructor Training – removing the required video recording of instructor candidates from the "Student 8-Minute Introductions and Video Critique" lesson plan. This request has been tabled for staff and legal to research further.

Chair Freeman reported on behalf of the Instructor Training Advisory Group, Jessica Cook, North Carolina Justice Academy, briefed the Committee on minor lesson plan and handout revisions made to Instructor Training. The lesson plan revisions reflect minor changes necessary to move forward with the newly passed Criminal Justice Instructor Training rule (12 NCAC 09B .0209). This new rule goes into effect on July 1, 2021. Ms. Cook also briefed the Committee on the status of the 2021 Mandated Instructor Training Orientation Refresher Update sessions conducted across the state.

Chair Freeman reported on behalf of the BLET Advisory Group, Jennifer Fisher, North Carolina Justice Academy, briefed the Committee on minor revisions to the BLET curriculum as approved by the BLET Advisory Group: Arrest, Search and Seizure (BLET: 04AA) – minor content revisions were made in the lesson plan regarding clarification on search warrants seeking to take blood from an adult suspect and Subject Control Arrest Techniques (BLET: 10Z) – minor content revisions were made in the lesson plan regarding an instructor note that discusses the Morgan v. Spivey case as well as the removal of a lethal attack on Megan Lee Callahan, a correctional officer at the Bertie Correctional Institution.

Chair Freeman reported on behalf of the North Carolina Department of Public Safety – Adult Corrections and Juvenile Justice, the Office of Staff Development and Training (OSDT), Felicia Banks briefed the Committee on minor changes made to the following program: 12 NCAC 09G .0415 Corrections Specialized Instructor Training – Firearms. The changes to lesson plans mainly consist of updates needed to be consistent with policy changes or correcting verbiage in the lesson plan.

Deputy Director Schilling, on behalf of the School Directors' Advisory Group and Criminal Justice Standards Division, provided an update to the Committee on the status of the 2021 School Directors' Conference. The conference is scheduled to be held in Greensboro from October 19-21, 2021.

Next, Deputy Director Schilling briefed the Committee on the Wake Technical Community College Virtual BLET status, which began February 2, 2021, with students scheduled to take the state exam on June 4, 2021. Deputy Director Michelle Schilling also briefed the Committee on a survey conducted in response to an earlier request made by Burlington Police Department Chief J. Jeffrey Smythe regarding the current education and training requirements for General Instructor certification. On March 25, 2021, a survey regarding General Instructor Minimum Qualifications was sent to all School Directors, Sheriffs, and Police Chiefs (both local agency and Company/Campus Police) for their input regarding the qualifications and their ability to obtain instructors to teach in-service blocks of instruction. The survey closed on April 7, 2021, and one hundred fifty-two (152) responses were received: 95.39% of the 152 respondents felt the current education and training requirements for certification as a General Instructor were correct or too

little and 90.73% of the 151 respondents expressed no difficulty obtaining instructors to teach in in-service blocks of instruction.

Chair Freeman reported on behalf of the North Carolina Justice Academy, Alex Gazaway briefed the Committee on the status of the ongoing BLET Revision Project pursuant to the Job Task Analysis and shared an example lesson plan on Crisis Intervention Training and Communication Skills - Module 1: Law Enforcement in North Carolina.

In closing, Chair Freeman noted that Deputy Director Schilling provided an update to the Committee on the BLET State Examination Plan developed by her office. Deputy Director Schilling also briefed the Committee on instructor certification issues obtained by the Criminal Justice Standards Division based on an unannounced audit by her office of the Charlotte-Mecklenburg Police Department BLET Program.

### C. **Planning and Standards Committee – Chair Leslie Dismukes**

Chair Leslie Dismukes reported that the Planning and Standards Committee met on Wednesday, May 19, 2021 at Wake Technical Community College, Raleigh, North Carolina.

The Committee welcomed new Committee member Mr. Frederick Sellers, Senior Associate Vice President, Campus Safety and Emergency Operations at the UNC System Office.

Chair Dismukes reported that the Committee approved the minutes of February 24, 2021.

Chair Dismukes reported that the Committee conducted a public rulemaking hearing on eight (8) rules. The Committee considered the following rules: 12 NCAC 09A .0206 & 12 NCAC 09G .0506 – Summary Suspensions (sister rules). The Committee considered revisions to this rule to ensure that instructors are in compliance with both their instructor certification and Commission certification while they are teaching classes. The Committee voted to recommend adoption of the proposed changes to the rule. 12 NCAC 09B .0313 (Certification and Training for SROs) - The Committee considered revisions to this rule to include refresher language and make this rule consistent with all other instructor rules. The Committee voted to recommend adoption of the proposed changes to the rule. 12 NCAC 09B .0404 (Trainee Attendance) - The Committee considered proposed changes to this rule to make the waiver language consistent with all other general and specialized instructor waivers. The Committee voted to recommend adoption of the proposed changes to the rule: 12 NCAC 09G .0206 (Moral Character) & 12 NCAC 09G .0504 (Suspension: Revocation: or Denial of Certification) - The Committee considered revisions to these rules at the request of Department of Public Safety Deputy Secretary Moose to bring Probation/Parole Officers more in line with Law Enforcement Officers in terms of which misdemeanors to consider for certification/decertification purposes. The Committee voted to recommend adoption of the proposed changes to the rules. 12 NCAC 09B .0101 (Minimum Standards for Criminal Justice Officers) and 12 NCAC 09G .0205 (Physical and Mental Standards) – sister rules - The Committee considered revisions to these rules to clarify the type of psychological screening and evaluation necessary for different categories of criminal justice officers. The Committee took public comment and objections.

**MOTION was made by Chair Dismukes that the Commission adopt the changes as set out in the packet, to the following rules: 12 NCAC 09A .0206 & 12 NCAC 09G .0506 (Summary Suspensions); 12 NCAC 09B .0313 (Certification and Training for SROs); 12 NCAC 09B .0404 (Trainee Attendance); 12 NCAC 09G .0206 (Moral Character); 12 NCAC 09G .0504 (Suspension: Revocation: or Denial of Certification); 12 NCAC 09B. 0101 (Minimum Standards for Criminal Justice Officers); 12 NCAC 09G .0205 (Physical and Mental Standards); seconded by Commissioner Teresa Jardon. The MOTION carried.**

Chair Dismukes noted Criminal Justice Standards Division staff presented several Commission Forms in need of revision to ensure consistency with the NCAC, make them more user-friendly, and to begin gathering data in response to recent public sentiment and the Governor's Task Force for Racial Equity in Criminal Justice recommendations. Changes were approved to the following forms: Orientation Roster & F3 – adding drop-down boxes for demographics; Student Course Completion Form – added a reason for

termination/withdrawal and demographic information; Request for BLET Limited Enrollment – added drop down menus, physical fitness date added; CCW Instructor Forms – 3 forms combined into 1 to make it easier for instructors and staff to gather needed information, added electronic payment option; Criminal Justice Instructor Evaluation Form – added instructor and evaluator number to make it easier to track; and F5B – moved signature location for agency head, added notice to officers of hearing options upon separation, staff will simplify language from that in packet.

**MOTION was made by Chair Dismukes that the Commission adopt the changes as set out in the packet, to the following forms: Orientation Roster & Personal History Statement (F-3); Student course completion form; BLET Limited Enrollment Form; Concealed Carry Handgun Instructor Forms; Criminal Justice Instructor Evaluation Form; and Report Of Separation Form (F-5B); seconded by Commissioner Richard Epley. The MOTION carried.**

Next, Chair Dismukes noted that the Committee discussed the 10th System Plan. The system plan needs to be completed by the Commission in time to vote at the November 2021 meeting. Ideas for the System Plan should be submitted to Charminique Williams before the August Commission meeting so that the Planning and Standards Committee can start working on a draft.

Chair Dismukes reported she presented to the Committee the recommendations to the Commission by the Task Force for Racial Equity (TREC) in Criminal Justice. Commissioner Dismukes presented TREC recommendations relevant to the Commission and asked the Committee to move forward in considering how the Commission might implement some of these recommendations. Several Committee members volunteered to help in this effort.

Lastly, Chair Dismukes discussed sanction options available to the Commission for Final Agency Decisions (FADs). She reported that the Executive Committee discussed working with staff to draw up rules to give the Commission more flexibility in issuing sanctions for FADs. These proposed changes will be brought to the Planning and Standards Committee in August to request rule-making authority,

#### **D. Probable Cause Committee – Chair Ron Parrish**

Chair Parrish reported that the Probable Cause Committee met on Monday April 26, 2021, Tuesday April 27, 2021, Wednesday April 28, 2021, and Thursday, May 20, 2021 at Wake Technical Community College, Raleigh, North Carolina.

Chair Parrish reported that the Committee approved the minutes of the November 17, 2020, November 18, 2020, and November 19, 2020 Committee meetings.

Chair Parrish reported two individuals with offenses were certified in accordance with the Probable Cause Policy.

**MOTION was made by Commissioner Parrish to approve the list of individuals with offenses who were certified in accordance with the Probable Cause Policy; seconded by Commissioner Angela Williams. The MOTION carried.**

Chair Parrish reported that on Monday, April 26, 2021, the Committee reviewed eleven (11) cases with a total of twenty-nine alleged violations of the Administrative Code. No Probable Cause was found against six officers/applicants involving eighteen allegations. Probable Cause was found in the case of one officer/applicant involving one alleged violation. Two cases consisting of seven allegations were continued and two cases consisting of three allegations were closed out due to agency withdrawing their certification request. On Tuesday, April 27, 2021, the Committee reviewed fifteen (15) cases with twenty-six (26) allegations. No Probable Cause was found in the case of ten officers/applicants involving sixteen (16) alleged violations. Probable Cause was found in the case of four officers/applicants involving six alleged violations. One case consisting of two allegations was closed out due to agency withdrawing their certification request. Probable Cause was found against one officer/applicant involving two alleged

violations with the offer of a lesser sanction of a written reprimand (Memorandum 21/014). On Wednesday, April 28, 2021, the Committee reviewed fourteen (14) cases with twenty-nine (29) alleged violations of the Administrative Code. No Probable Cause was found in the case of nine officers/applicants involving twenty-three (23) alleged violations. Probable Cause was found in the case of two officers/applicants involving two alleged violations. Two cases consisting of three allegations were continued and one case consisting of one allegation was closed out due to agency withdrawing their certification request.

**MOTION was made by Commissioner Parrish that the Commission accept a lesser sanction of agreement for Memorandum Number 21/014 seconded by Commissioner Lee Farnsworth. The MOTION carried unanimously.**

Chair Parish reported that the Committee approved the minutes of the April 26, 2021, April 27, 2021, and April 28, 2021 Committee meetings.

Chair Parrish reported that on May 20, 2021, the Committee reviewed thirteen (13) cases with thirty alleged violations of the Administrative Code. No Probable cause was found in seven cases involving twelve (12) allegations. Probable cause with offer of a lesser sanction of a written reprimand was found in one case with two alleged violations. One case with three allegations was closed out due to the agency withdrawing their certification request and four cases with thirteen (13) allegations were continued.

**MOTION was made by Commissioner Parrish that the Commission accept a lesser sanction of agreement for Memorandum Number 21/037; seconded by Commissioner Mike Slagle. The MOTION carried unanimously.**

The Commission then discussed Criminal Justice Leads and if accessing it improperly, is a Class B Misdemeanor. Commissioner Caldwell requested legal look into this for guidance and bring before the Commission in writing at the August meeting.

**E. CJ Fellows Program Committee – Chair Nathan Mizell**

Chair Nathan Mizell reported that Program Manager Erica Reid gave an update on the program. There are seventeen (17) Fellows still in the program, nine (9) of which will be graduating in the spring. Transfer Request and Sponsorship Forms were also discussed.

Chair Mizell reported the program has received four applications as of the meeting. A special meeting will be held to review these applications once the application deadline closes.

Lastly, Chair Mizell noted discussion was held on funding and continuing to promote the program. The budget still has not been signed; therefore, funding cannot be guaranteed for any future classes. The decision was made to continue promoting the program with the disclaimer that funding cannot be guaranteed at this time. Current Fellows and applicants will continue to be updated on the status of funding.

**VI. OTHER BUSINESS**

Chair Blue gave a brief update on the selection process for the new director. He stated a special meeting of the Commission will be held June 25<sup>th</sup>, 2021 at the Department of Public Safety Office Staff Development and Training in Apex for the Director applicants to give presentations to the full Commission. Discussion was then held regarding the transition for the new director.

**VII. OLD BUSINESS**

**A. Old Business**

None



**B. Legal Counsel Report**

Ms. Brenda Rivera distributed a document entitled "Pending Administrative Cases" for the membership's review. She also presented the Legislative Crossover Report on behalf of Legislative Liaison Bradford Sneed. A copy of his report is attached.

**VIII. DATE OF NEXT MEETING**

Commission Chair Blue noted that the next Commission meeting is scheduled for August 11-13 at the Wake Technical Community College, Public Safety Education Campus in Raleigh, NC.

**IX. MOTION TO ADJOURN**

**MOTION was made by Commissioner David Hess that the Commission adjourn; seconded by Commissioner Hicks. The MOTION carried unanimously.**