

MINUTES
North Carolina Criminal Justice
Education and Training Standards Commission

Planning and Standards Committee
August 23, 2012

The Planning and Standards Committee of the North Carolina Criminal Justice Education and Training Standards Commission met at the Wake Technical Community College, Public Safety Center on August 23, 2012 at 9:00 am.

Members Present

Commissioner Stephanie Freeman, Chair
Commissioner Scott Cunningham
Commissioner Robert Myrick
Commissioner Brent Herron
Commissioner Jeff Welty

Guests Present

Kim Sommerdorf, DPS Personnel Classification Specialist
Tim Moose, Deputy Director DPS-Community Corrections

Staff Present

Teresa Marrella, Criminal Justice Standards Division
Dawn Suffel, Criminal Justice Standards Division
Sharon Witherspoon, Criminal Justice Standards Division

I. Call to Order

Chairperson Stephanie Freeman called the meeting to order, welcomed committee members and declared a quorum.

II. Approval of the May 24, 2012 Meeting Minutes

Motion to approve was made by Commissioner Scott Cunningham and **seconded** by Commissioner Robert Myrick. **Motion carried** unanimously.

III. Proposed Repeal of 12 NCAC 9E .0102

Teresa Marrella reviewed memorandum regarding **Request for Approval to Repeal 12 NCAC 9E .0102**. She explained that Rules Review Commission (RRC) staff determined earlier in the year that rules 9E .0102 was redundant with 9E .0105. Upon review, the Committee identified a difference in language between the two rules concerning the topic of firearms training. The Committee agreed with the repeal of 9E .0102 and requested an amendment to 9E .0105 to add the words "Training and Qualification" to the topic title of Firearms."

Chairperson Freeman will request rule-making authority from the Full Commission on Friday for the repeal of 9E .0102 and amendment of 9E .0105.

IV. Proposed Repeal of 12 NCAC 9A .0108, 9B .0311, 9C .0217, 9C .0218, and 9C .0220

Teresa Marrella reviewed memorandum regarding **Proposed Repeal of 12 NCAC 9A .0108, 9B .0311, 9C .0217, 9C .0218, and 9C .0220**. She reminded the Committee that a new regulation requires rulemaking coordinators to annually identify any Commission rules which have become obsolete. As a result of the annual review, the following five rules were deemed obsolete:

- **12 NCAC 09A .0108 Applicability of Radar/TDS Standards Pre 7/1/82**
This rule provided a grandfather clause for any officer who had received SMI training prior to July 1, 1982. The rule is obsolete because all SMI operators are required to renew certification every three years.
- **12 NCAC 09B .0311 Certified Instructors Pre 7/1/82**
This rule provided a grandfather clause for any officer who had received SMI instructor training prior to July 1, 1982. The rule is obsolete because all SMI instructors are required to renew certification every three years.
- **12 NCAC 09C .0217 Application for Law Enforcement Employment**
This rule references the Application for Law Enforcement Employment card which was at one time used by agencies for preliminary screening of new applicants for employment. This card has not been in use for many years.
- **12 NCAC 09C .0218 Form Order Blank**
This rule references use of a Form Order Blank which agencies used to complete when ordering copies of Commission-approved forms. All Commission forms are now located on the website and the Form Order Blank is no longer used.
- **12 NCAC 09C .0220 Acquisition of Forms**
This rule states the procedure agencies are to use when ordering copies of Commission-approved forms. As all forms are now located on the website, this rule is obsolete.

Motion to repeal these rules was made by Commissioner Brent Herron and **seconded** by Commissioner Scott Cunningham. **Motion carried** unanimously.

Chairperson Freeman will request rule-making authority from the Full Commission on Friday to begin the process of repeal.

V. Proposed Amendment to the Interpretive Rule

VI. Proposed Amendments to 12 NCAC 9G

Chairperson Freeman invited guests from DOCC and DPS personnel to come forward and present their request.

Deputy Director of Community Corrections, Tim Moose and Ms. Kim Sommerdorf of DPS Personnel detailed their petition for the addition of a new job classification **Probation/Parole Officer Associate** to the list of State Probation/Parole Officer positions in the Interpretive Rule. Ms. Sommerdorf explained that creation of this new job classification would allow the Department of Community Corrections the freedom to employ individuals based on educational achievement, such as interns who hold a 4 year college degree, for employment without the constraint of internal merit-based advancement.

Motion to approve the addition of this job classification to the list of Probation/Parole Officer positions as outlined in the Interpretive Rule was made by Commissioner Scott Cunningham and **seconded** by Commissioner Robert Myrick. **Motion carried** unanimously.

VII. Proposal to Streamline Application Process

The Committee reviewed a proposal sent in by a former Chief of Training for the US Air Force Security Police that suggests method to streamline the application process for law enforcement officers. In general, the proposal suggests a centralized records system to manage and maintain essential certification requirements at the state level. Local agencies would then be responsible for only a small portion of the hiring process. The Committee identified issues concerning increased workload and the need for supplementary staffing and agreed that the suggestion is not practical at this time. Chairperson Freeman will take comments back to the Interim Director of CJ Standards.

VIII. Form F-5A(DOC) Report of Corrections Officer Appointment Forms Subcommittee Report

Chairperson Freeman advised that discussions within the Forms Subcommittee continue over Form F-5A(DOC), Report of Appointment. To date, the form has not been approved by DPS personnel. At the Subcommittee's request, Standards Division staff has invited DPS personnel to meet and answer questions in order to better understand DAC procedures used at their Regional Employment Offices. Waiting for response from DPS.

IX. Review of Personal History Statement form F-3(LE)

The Committee made several suggestions to improve the questions on Form F-3(LE), Personal History Statement. A revised draft of the form will be presented to the Forms Subcommittee at their next meeting with the expectation that a final version will be presented to the Planning and Standards Committee at the November meeting.

X. Review of Mandated Background Investigation Form F-8(LE)

Committee agreed to table this item for now.

XI. Other Business

None.

XII. Date of Next Meeting

The next scheduled meeting of the Planning & Standards Committee will be on Thursday, November 15, 2012 at the Wake Technical Community College, Public Safety Center in Raleigh.

XIII. Motion to Adjourn

Motion to adjourn was made by Commissioner Scott Cunningham and **seconded** by Commissioner Jeff Welty. **Motion carried** unanimously.