

## MINUTES

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

#### EDUCATION AND TRAINING COMMITTEE

November 18, 2020

The Education and Training Committee of the North Carolina Criminal Justice Education and Training Standards Commission met in Room 1427 of the Public Safety Training Center, Wake Technical Community College, Raleigh, NC. Chair Stephanie Freeman called the meeting to order at 2:08 pm. Those in attendance were:

- \*Stephanie Freeman, Appointment by the Governor- Correctional Officer-OSDT
- \*Steve Johnson, Appointment by the General Assembly- Speaker of the House
- \*Tracy McPherson, NC Community College System - Ex-Officio Member
- \*Randy Byrd, Appointment by the General Assembly – Speaker of the House
- \*Nathan Mizell, NC Law Enforcement Training Officer's Association
- \*Bob Schurmeier, Director of NC State Bureau of Investigation - Ex-Officio Member
- \*Jane Gilchrist, General Counsel, NC Department of Public Safety - Ex-Officio Member
- \*Glenn McNeill, Jr, NC Department of Public Safety; Colonel, NC State Highway Patrol
- \*Eddie Buffalo, Representatives of the NC Association of Chiefs of Police

#### Visitors

Thomas Forrest, Pitt Community College  
Eddie Caldwell, NC Law Enforcement Officers Association  
Jesse Swartz, NC Office of Staff Development and Training  
Mickey Biggs, NC Community College System  
Monica Shabo, NC Division of Juvenile Justice  
Chief Chris Blue, Commissioner, Chapel Hill Chief of Police  
Felicia Banks, NC Office of Staff Development and Training  
Major Joe Cotton, NC State Highway Patrol  
Capt. Fred Hargro Jr., NC State Highway Patrol

#### Staff

Steven Combs, NC Criminal Justice Standards Division  
Richard Squires, NC Criminal Justice Standards Division  
Michelle Schilling, NC Criminal Justice Standards Division  
Jason McIntyre, NC Criminal Justice Standards Division  
Brenda Rivera, NC Criminal Justice Standards Division  
Trevor Allen, NC Justice Academy  
Tony Losada, NC Justice Academy  
Jessica Cook, NC Justice Academy  
Terry Miller, NC Justice Academy  
Aaron Stevens, NC Justice Academy  
Jesse Kittrell, NC Justice Academy  
Alex Gazaway, NC Justice Academy  
Vicki Helms, NC Justice Academy

\*Committee Members

### **WELCOME/SWEARING-IN**

The meeting was called to order, and Chair Stephanie Freeman welcomed the members and guests.

Director Steven Combs announced that Chief Haywood's retirement reception was canceled. Anyone who would like to contribute to giving a gift should contact Steven Combs, Michelle Schilling, Richard Squires, or Donna Byrd.

Chief Eddie Buffalo with Elizabeth City's Police Department was sworn in on the Education and Training Committee and is a Representative of the North Carolina Association of Chiefs of Police.

### **ROLL CALL**

The roll was called, and a quorum was present. All votes were made via-roll call.

### **MINUTES**

Committee members reviewed the minutes from the August 13, 2020 meeting. With no requested changes, Commissioner Randy Byrd **motioned** to accept and approve the meeting minutes. Commissioner Nathan Mizell **seconded** the motion. Commissioners Stephanie Freeman, Steve Johnson, Tracy McPherson, Randy Byrd, Nathan Mizell, Bob Schurmeier, Jane Gilchrist, Glenn McNeil Jr., and Joe Cotton agreed. **Motion carried.**

### **ELECTION OF VICE-CHAIR**

Chairperson Stephanie Freeman opened the floor for Vice-Chair nominations. Commissioner Nathan Mizell nominated Commissioner Steve Johnson. Commissioner Glenn McNeil Jr. **seconded** the nomination and **motioned** to close the nominations. Commissioners Stephanie Freeman, Steve Johnson abstained, Tracy McPherson, Randy Byrd, Nathan Mizell, Bob Schurmeier, Jane Gilchrist, Glenn McNeil Jr., Joe Cotton, and Chief Buffalo agreed. **Motion carried.** Commissioner Steve Johnson was elected the Vice-Chair of the Education and Training Committee.

### **COMMISSION ACTION**

#### **ADMINISTRATIVE CODE: PROPOSED 2022 IN-SERVICE TRAINING TOPICS**

On behalf of the Joint In-Service Committee, Dan Worley, Training Manager for the North Carolina Justice Academy, appeared before the Committee to propose the 2022 Law Enforcement In-Service Training Topics based upon the recommendation of the Joint In-Service Training Committee.

The Committee met during the September 2020 meeting and formulated the 2020 law enforcement topics, the mandated and the topic of choice.

The Committee approved the recommendations as presented, and Commissioner Nathan Mizell proposed a **motion** that the Commission authorize the Planning and Standards Committee to

conduct a rule-making hearing to amend rule **12 NCAC 09E .0102** to reflect the following required in-service training topics and hours for the 2022 Law Enforcement In-Service Training Topics as follows:

Required Topics (16 hours/credits)

- 2022 Domestic Violence: The Psychology of Whether to Stay or Go (2 hrs/credits)
- 2022 Creating a Safety Net (Juvenile Minority Sensitivity Training; (2 hrs/credits)
- 2022 Firearms and Qualification (4 hrs/credits)
- 2022 Legal Update (4 hrs/credits)
- 2022 Ethics: Preempting Misconduct and Increasing Integrity (2 hrs/credits)
- 2022 Practicing Proactive Wellness (2 hrs/credits)

Topics of Choice (10-12 hours/credits)

- Incorporating a Co-Response: Partnering with Community Professionals (2 hrs/credits)
- The Process of De-escalation: Listening, Talking, Defensive Tactics (2-4 hrs/credits)
- Civil Unrest: Local Leaders Discuss Lessons Learned (2 hrs/credits)
- Subversive Groups: Maneuvering Encounters with Fringe Groups (2 hrs/credits)
- Raising the Bar: Enhancing Community Engagement (2 hrs/credits)

Commissioner Randy Byrd **seconded** the motion, and Commissioners Stephanie Freeman, Steve Johnson, Tracy McPherson, Randy Byrd, Nathan Mizell, Bob Schurmeier, Jane Gilchrist, Glenn McNeil Jr., Joe Cotton, and Eddie Buffalo agreed. **Motion carried.**

**ADMINISTRATIVE CODE: PROPOSED RULE REVISION**

On behalf of the Instructor Training Advisory Group, Jessica Cook, with the North Carolina Justice Academy, requested revisions to two (2) rules that are related to Instructor Training; 12 NCAC 09B. 0202, 12 NCAC 09B. 0209 and the companion rule 12 NCAC 09G .0414.

In administrative rule 12 NCAC 09B .0202, the number of hours was stricken and made to reflect the rule 12 NCAC 09B .0209. Henceforth, whenever a change is now made to rule 12 NCAC 09B .0209, it will prevent a return to request additional changes made to rule 12 NCAC 09B .0202. The updated Instructor Training eight (8) minute presentation will not require a 1-6 ratio; the ratio will now be 1-9 to utilize everyone's class time and allow officers to return to work.

The request would require a rule change for the following rules:

- 12 NCAC 09B .0202 - Responsibilities of the School Director
- 12 NCAC 09B .0209 - Criminal Justice Instructor Training
- 12 NCAC 09G .0414 - Instructor Training

Commissioner Steve Johnson shared that Instructor Training was addressed several times over the years; at the last meeting, it was voted to send revisions to Planning and Standard's Committee for all specialized courses rules and instructor training courses to reflect classroom hours and tasks. There was a mishap with Instructor Training and what was published in the register was not based on the most recent version of the rule, which takes effect January 1,

2021. Thus, the rules 12 NCAC 09B .0209 and 12 NCAC 09G .0414 were pulled from Planning and Standards this morning.

The rule 12 NCAC 09G .0414 was pulled from Planning and Standards this morning.

The Committee approved the requests as presented, and Commissioner Steve Johnson proposed a **motion** that the Commission authorize the Planning and Standards Committee to conduct a rule-making hearing to amend rules ***12 NCAC 09B .0202, 12 NCAC 09B .0209, and 12 NCAC 09G .0414.*** Commissioner Nathan Mizell **seconded** the motion. Commissioners Stephanie Freeman, Steve Johnson, Tracy McPherson, Randy Byrd, Nathan Mizell, Bob Schurmeier, Jane Gilchrist, Glenn McNeil Jr., Joe Cotton, and Eddie Buffalo agreed. **Motion carried.**

## **COMMITTEE ACTION**

### **SCHOOL ACCREDITATION**

On behalf of the Criminal Justice Standards Division, Deputy Director Michelle Schilling recommended the accreditation of the following institutions for a period of five (5) years in accordance with 12 NCAC 09B .0200 and 12 NCAC 09C .0401 for the delivery of the Commission-accredited courses:

- Re-accreditation
  - \* Bladen Community College (BLET)
  - \* Fayetteville Police Department Academy (BLET)
  - \* Mayland Community College (BLET & SMI)
  
- Accreditation
  - \* Alamance Community College (Instructor Training)

Mayland Community College was not previously accredited due to several deficiencies, but they have made a tremendous effort to prepare their program by acquiring new equipment, new classrooms, vehicles, and a new School Director. Dan Hopper is the new School Director who is a retired police Chief.

The Committee approved the recommendations as presented. Commissioner Randy Byrd **motioned** to approve the recommended accreditations and re-accreditations for (5) years in accordance with 12 NCAC 09B .0200 and 12 NCAC 09C .0401 for the delivery of the Commission-accredited courses. Commissioner Steve Johnson **seconded** the motion. Commissioners Stephanie Freeman, Steve Johnson, Tracy McPherson, Randy Byrd, Nathan Mizell, Bob Schurmeier, Jane Gilchrist, Glenn McNeil Jr., Joe Cotton, and Eddie Buffalo agreed. **Motion carried.**

## **NC DEPARTMENT OF PUBLIC SAFETY – OSDT**

On behalf of the North Carolina Department of Public Safety - Office of Staff Development and Training, Felicia Banks requested approval for major revisions to the Probation and Parole Officer Basic Training (PPO). These changes include the deletion, addition, or revision of objectives and hours to the following courses:

- PO100-II - Handgun Familiarization and Qualification - (Increased hours 13 to 16, Objective revised, six new objectives)
- PPO100-III - Situational Decision Making – (Decreased hours 19 to 17)
- PPO100-IV - Handgun: Low/Limited Light – (Revised 3 Objectives)
- PPO100-V - Handgun Care and Maintenance – (Decreased hours 3 to 2)
- PPO116 - Parole Law and Processing New Parole Cases – (Deleted Objective No.12)
- PPO128 - Arrest Procedures – (Combined Objectives 2 & 3)
- PPO133-I - Controls Restraints and Defensive Techniques – (Increased hours 18 to 22)
- Academic Checklists

On behalf of the Division of Community Corrections, the following changes were requested to the Probation and Parole Officer Curriculum Basic Training for 2021.

Commissioner Steve Johnson encouraged the removal of the terminology “standard handgun” and to apply the terminology “the DAC issued service weapon.” He questioned what is referred to as “standard” and that all guns are different and are assembled/disassembled in different ways. He also mentioned that standard handguns would differ between agencies like the SBI, SHP, or DAC.

Felicia Banks introduced Mr. Jesse Swartz, who is OSDT’s subject matter expert on the Firearm lesson plan. He explained that “standard” was used for the past ten (10) years or more based on their instructional level program and that he teaches four different types of guns, so in their instructor level lesson plans, they use “standard.” Mr. Swartz also shared that when they deliver the lesson, each weapon is taught more specifically in its entirety. He said this was done to prevent several objectives from being placed in each lesson plan for each weapon that was taught. The word “standard” was kept for consistency in the objectives so that instructors would recognize the same word being used in basic training.

Commissioner Steve Johnson suggested that all gun makes can be listed in the objectives and to include all weapons.

Felicia Banks shared that they would be open to the change he suggested.

Commissioner Tracy McPherson **motioned** to approve the changes as presented by the Office of Staff Development and Training. Commissioner Randy Byrd **seconded** the motion.

Commissioner Steve Johnson asked if changes would be made to “standard” and emphasized that he felt the lesson plan had broad language and needed to be narrowed to specify the weapons being used.

Commissioner Stephanie Freeman shared that two different weapon platforms are supported and being responsive to say the “DAC” or “the division issued handgun” to reflect either the Division of Prisons or the Division of Community Corrections.

Commissioner Steve Johnson agreed to use “DAC issue handgun.”

Commissioner Tracy McPherson shared procedurally they could do a search and replace whenever the word “standard” was used and replace with “division issued.”

Commissioner Tracy McPherson **amended the motion** to say approved as adopted with the change to say every time there is a reference to “standard handgun,” it would be replaced with “division issued handgun.” Commissioner Randy Byrd **seconded** the motion.

The Committee approved the request, with the understanding that the firearms lesson plans will be modified to include “division issued” versus the use of “standard” when referencing handguns, cartridges, holsters, etc. Commissioner Steve Johnson **seconded** the motion. Commissioners Stephanie Freeman, Steve Johnson, Tracy McPherson, Randy Byrd, Nathan Mizell, Bob Schurmeier, Jane Gilchrist, Glenn McNeil Jr., Joe Cotton, and Eddie Buffalo agreed. **Motion carried.**

## **INFORMATIONAL ITEMS**

### **2021 Mandated Instructor Training Orientation Refresher Update**

On behalf of the North Carolina Justice Academy, Jessica Cook briefed the Committee on the status of the 2021 Mandated Instructor Training Orientation Refresher Updated sessions that were conducted across the state.

There were two (2) classes completed, and eighty (80) instructors received updates on the material. Excellent feedback was returned from instructors who attended the course, and the next class is scheduled for November 24, 2020 in Charlotte. Mrs. Cook shared that the field loved the changes and strongly supported the course. Commissioner Stephanie Freeman shared that she attended a session, and the course was highly informative. She encouraged anyone that is certified to teach in instructor school should attend a session.

### **2020 School Directors Qualified Assistant (QA) Annual Training Update**

On behalf of the Criminal Justice Standards Division, Deputy Director Michelle Schilling briefed the Committee on the status of the ongoing 2020 School Directors Qualified Assistant Annual Training. She also provided the Committee with an update on the number of student completions for the one (1) hour on-line Annual General Instructor Training Update.

She shared that even though the training did not occur in Greensboro this year that the mandatory training was placed on-line for School Directors & Qualified Assistants. The training staff developed a PowerPoint presentation instead of the conference. The Training Division received great feedback and a report that 60% of training was completed. School Directors and Qualified Assistant must complete the required on-line training by December 31, 2020.

### **2020 Mandatory General Instructor Update (Additional Business)**

On behalf of the Criminal Justice Standards Division, Deputy Director Michelle Schilling reported on the number of General Instructors who have completed the mandatory one-hour on-line annual update. Emails and notifications were sent to all instructors about the required training. Michelle Schilling shared that Jessica Cook and the General Instructors are currently delivering the updated training courses at the community colleges. She shared that she only had concern for the Specialized Instructors who fail to complete the one-hour update to renew their General Instructor Certification; if a Specialty Instructor fails to renew their General Instructor certification, they will also lose all their speciality certifications, and the smaller

agencies could be placed in a bind without sufficient instructors. Instructors are encouraged at all agencies to complete the online renewal training.

Michelle Schilling reminded every instructor to provide the 2020 list because it's being checked as well as the revoked list that is made available on-line. She found several revoked instructors that took the course and had a School Director signed off. School Directors are reminded to double-check the list and look for revocations, as well as to ensure that certificates are received from instructors to ensure the 2020 course is completed.

Commissioner Steven Johnson reminded everyone that the responsibility lies on the instructor to complete the required training.

Michelle Schilling further reported that as of today, 7,551 General Instructors had completed the annual on-line training, and as of November 1, 2020, 1,280 instructors still need to complete the required training.

The next School Director's Conference will be held in Greensboro for the year 2021.

### **NC Department of Public Safety – OSDT**

On behalf of the North Carolina Department of Public Safety - Office of Staff Development and Training, Felicia Banks briefed the Committee on minor revisions to lesson plans within the following program for implementation on January 2021: Probation and Parole Officer Basic Training (PPO). The minor changes to lesson plans mainly consisted of updates that were consistent with the policy changes or correcting verbiage in the lesson plan.

### **BLET Advisory Group**

On behalf of the BLET Advisory Group, Jennifer Fisher, NC Justice Academy, briefed the Committee on four (4) minor revisions to the BLET curriculum as approved by the BLET Advisory Group:

- Physical Fitness (BLET: 02W) – Revisions to cholesterol types and obesity statistics.
- Subject Control Arrest Techniques (BLET: 10Y) – Content and legal revisions  
Include new content added on bystander liability/duty to intervene, open-hand strikes, and guarding against positional asphyxiation. Updated POPAT evaluation form to add an end time to Scenario 1 to calculate the rest time between Scenarios 1 and 2.
- Responding to Victims and the Public (BLET: 13W) – Revisions to the NC laws on crimes against the elderly.
- Motor Vehicle Laws (BLET: 17AG) – Revision to the railroad crossings.

Jennifer Fisher announced that Jesse Kittrell is the SCAT Subject Control Subject Matter expert, as well as the Chairperson of the SCAT Committee, who has helped to collaborate the updates that were made to the SCAT lesson plan.

### **BLET Revision Project Update (Job Task Analysis)**

On behalf of the North Carolina Justice Academy, Alex Gazaway and Jon Blum briefed the Committee on the status of the ongoing BLET Revision Project pursuant to the Job Task Analysis.

Alex Gazaway shared that several blocks had undergone a legal review. Multiple lesson plans on Public Crimes, Hate Crimes, and Missing Persons were distributed to the field, and feedback was received. Since the last E&T meeting in August, the North Carolina Task Force for Racial Equality met, and the academy has monitored their recommendations closely. Jesse Kittrell and his team reviewed and revised the SCAT curriculum for the current BLET, and the Advisory Groups made revisions according to the recommendations made from the Task Force Committee. The same blocks in the new BLET will be postponed for formatting and revision purposes.

Stakeholders, SME's, and others have contributed feedback that resulted in further discussions on Crisis Intervention Training. The Department of Health and Human Services personnel felt the material was not entry-level for inexperienced law enforcement officers to begin learning, but it was more advanced skills combined with communication and problem-solving skills. One concern that was shared was that the training is based on local resources, which may not be available in each local jurisdiction statewide.

Alex Gazaway shared that the academy is trying to incorporate the warrior versus the guardian mentality, implicit biases, peer intervention, and other topics into the Problem Solving block for the new BLET. Jon Blum shared that there were new topics the task analysis had identified that will also be incorporated, and provided an example that conducting a missing person investigation was part of the new topic area that's written into the BLET material based on the task analysis. He further stated that some training areas were expanded while other areas were consolidated.

Alex Gazaway and John Blum both emphasized that BLET instructors should become familiar with the delivery format for the new BLET. They reported that while the legacy BLET presented topic areas in a silo delivery that consist of individual stand-alone topic blocks, that the new BLET will be presented in a holistic format that builds upon previous topic blocks. It will require instructors to be familiar with multiple topic blocks to effectively deliver the concepts. Additionally, they reported that the delivery would include four modules that contain lesson plans within each module. The foundational lesson plan for each module will need to be delivered first, but the remaining topic blocks in each module will be at the discretion of the School Directors to order the training as they feel best suited for their delivery.

John Blum stated that the academy's development team for the new BLET needs guidance from the Education and Training Committee on training material that was brought to their attention. He reported that the new BLET material is being developed based on the results presented by the Job Task Analysis; however, the analysis does not require to include training on topic areas such as CJ leads, NCAWARE, and DCI. Mr. Blum reported that the material was condensed into summaries and made more consistent with training and requested guidance on how the academy should proceed with training material on Civil Processes, Detention Duties, and First Responder areas that the Job Task Analysis did not include, although it did include results on training with the use of AED (Automated External Defibrillator) and CPR.

The academy anticipates that the new curriculum will increase hours from the current 640 hours. Mr. Gazaway reported that this increase was primarily due to the increase in practical exercises that include hands-on applications for students in a controlled learning environment instead of a field training environment. He summarized the current status of the development project by reporting that there are currently three hundred and ten (310) hours developed into a



draft form that covers sixteen (16) topic blocks, with twenty-four (24) topic blocks that still have to be completed.

Commissioner Steve Johnson reminded the Committee that the House Select Committee on Community Relations and Law Enforcement Justice met this morning and recommended that the General Assembly enact the legislation to improve the quality of assisting with Basic Law Enforcement Training throughout the state by requiring the North Carolina Criminal Justice Education and Training Commission and the North Carolina Sheriff's Education and Training Standards Commission to include forty (40) hours of Crisis Intervention Training as well as Civil and Rescue Training. These were the two things listed in their report as of 10:00 am this morning.

Mr. Gazaway shared that the Crisis Intervention Training material that deals with mental health may be a stand-alone course and that crisis dealing with people who are victims and other processes are still under review.

Director Trevor Allen introduced John Blum, the principal developer of the academy's new BLET project. Mr. Blum has extensive experience in law enforcement operations and training to include processing BLET material from other states.

Mr. Blum shared that the Communication Skills block addressed training on the CIT (Crisis Intervention Training) and that the academy will develop the content to meet the recommendations from the field. He also reported that the national curriculum published by the United States Department of Justice, the NICP, and the National Sheriff's Association show that there are four (4) foundational principals taught in Crisis Communications and then reinforced in the different topics that are specifically related to them. John Blum shared that the new BLET material addresses many aspects of the common techniques taught within CIT; however, it is not currently included as a stand-alone course but integrated throughout the training material.

Commissioner Steve Johnson encouraged the academy to be able to identify and indicate the exact locations where the crisis intervention training material is located so if the required forty (40) hours of training was mandated, the academy could reflect it specifically.

Commissioner Randy Byrd complimented John Blum and Alex Gazaway and stated that both are extraordinary trainers. Commissioner Byrd shared that he had the pleasure of knowing them both for many years and shared that the academy is fortunate to have them on staff and as well apart of the Commission.

John Blum further shared the difference between the old BLET legacy content that was last used to revise the BLET material and the new content that'll have a significant increase in practical exercises. The new training will have increased material and staff to deliver the training. Practical exercises were increased by 20-60% with hands-on skill development. Mr. Blum informed the Committee that when Massachusetts, Washington, and Texas increased practical's in their training curriculum, they had to overcome the hurdle of increased personnel to assist with teaching the material. He also advised that North Carolina will also face the same challenge and must adjust to this hurdle. Mr. Blum suggested that stakeholders and the Justice Academy will need to be prepared for the changes and the increase in personnel.

Commissioner Steve Johnson shared that the General Assembly reported the recommendation for additional scenario-based training to be included and covered in all topic areas. The

Sheriff's Association, Governor's Task Force, and the House Sub-Committee support this request.

Commission Stephanie Freeman shared that the quality and caliber of work being built into the new BLET material will enable an officer to intervene in a crisis effectively, and officers will be taught the knowledge in a building blocks format. She said the academy has moved in the right direction by integrating the timely recommendations from the task force, which will further improve the material and the program, even though the program will take longer to teach and will require more input and resources.

Commissioner Nathan Mizell shared that the School Directors and institutions will have to implement the new material and adjust to the new process; therefore, they'll need to be fully informed and given time to implement the new training. The existing course management guide will no longer be able to assist with the new process, so new tools must be provided for them to utilize delivering the new training model. School Directors and training instructors will both need to be prepared for the changes coming.

Director Trevor Allen requested assistance from the Education & Training Committee to help guide the academy on how to proceed with the challenges they are facing in revising the new curriculum. The draft lesson plans and issues will be forward to each committee member in the next mail out for review and further discussion prior to the February meeting.

Commissioner Stephanie Freeman shared that the Education and Training Committee will further discuss any concerns that the field wants to address regarding revisions with the BLET curriculum.

The Committee agreed to further discuss any issues at the next meeting and will be glad to assist the academy on how to proceed with the law enforcement training material.

Mr. Gazaway reported that the academy would deliver Train-the-Trainer courses for School Directors prior to the pilot deliveries. During the pilot, the development team will sort the feedback from the deliveries and determine what revisions are necessary. Mr. Blum reported that the development team seeks feedback from the field, committees, the School Director Advisory Group, the BLET Advisory Group, and other advisors in the field. He estimated that about 95% of all feedback has ultimately been incorporated into the lesson plan thus far.

### **BLET Waivers Update**

Steven Combs, Criminal Justice Standards Division Director, provided the Committee with information that his office received related to requests for BLET Waivers due to COVID-19.

He shared that requests from the field were received in reference to putting a plan in place if students contracted COVID19 and what could be done to assist them as they complete their BLET training. Deputy Director Michelle Schilling and Director Steven Combs worked with Commissioner Tracy McPherson to determine a plan that would assist School Directors if this was to occur. A plan was established to decrease the number of hours to ninety (90) hours that a student can miss from the program and could still complete the program with either the same class or be a limited enrollee in another class. Director Combs shared that it is their hope that several students would not need to utilize the plan. Michelle Schilling shared that currently, there are four (4) waivers requested.

### **Mandatory In-Service Training Update: Executive Track for Police Chiefs/Agency Heads**

Steven Combs, Criminal Justice Standards Division Director, provided the Committee with an update on a previous request made by Police Chief David Donaldson with the University of North Carolina at Wilmington, regarding the creation of a Mandatory In-Service Training Executive Track. Pursuant to discussions that have been made, Chief Donaldson requested that the proposal be pulled from consideration by the Committee.

During the last meeting, committee members shared several questions regarding the request and asked that the issue be re-addressed. Director Combs contacted Executive Director Hollingsed with the Chiefs Association, who reported that the Chiefs Association did not support the request and was not pursuing it. Director Combs re-addressed the issue at the Mandatory In-Service Training Committee meeting where the idea originated from, and he shared that no input was provided. He then contacted Chief Donaldson, who originally made the request, but asked that the issue be pulled for now and, if necessary, be possibly re-addressed later.

### **Wake Technical Community College Virtual Training Update**

Steven Combs, Criminal Justice Standards Division Director, provided the Committee with an update regarding the Wake Technical Community College Virtual Training.

He shared that at the last meeting, Wake Technical Community College presented information on Virtual Training. There were deep discussions, and the Committee requested that the Training and Standards Division meet at Wake Technical Community College to further review their ideas and assist with fixing any issues in their basic training program if it had to stop. The college has developed a first-class plan that they are prepared to implement if the situation is warranted.

### **Virtual Learning Advisory Group Update**

Committee Chair Stephanie Freeman provided the Committee with an update on the progress the Virtual Learning Advisory Group activities have made. The working group has explored the possibility of remote learning options for BLET and similar Commission programs.

She shared that the Virtual Training Group met on October 6, 2020, and discussed terminology related to virtual training and identified the different ways it could be used, such as online training, hybrid, synchronous, and a synchronous. Their current task will be to define the terms of virtual training. They received great feedback, and they have made modifications to a few things. The group will meet again soon, and they hope to submit the terminology that will be used to define virtual training to the committee members in February. They would like to vote and agree on what defines the various forms of virtual training.

There were no other items of business addressed.

The next Education and Training Committee meeting will be held on February 24, 2021, at the Wake Technical Community College in Raleigh.

Commissioner Randy Byrd motioned to adjourn the meeting; Commissioner Nathan Mizell seconded the motion.

The meeting adjourned at 4:02 pm.