

DETENTION OFFICER CERTIFICATION COURSE
REVISION COMMITTEE MEETING
North Carolina Justice Academy
Salemberg, NC
March 4, 2015

Tim Fuss called the meeting to order at 2:10 p.m. Janet Dunn called roll.

Members Present

Kathryn Bryan
Dave Castelow
Juan Delgado
Milton Drew
Wayne Jones
Alicia McKinney
Thomas Whitmore

Members Absent

Glen Matayabas
Greg Parker
Sammy Turner

Staff Present

Autumn Hanna, Sheriffs' Standards Division
Gary Dudley, NC Justice Academy
Tim Fuss, NC Justice Academy
Paige Phillips, NC Justice Academy
Mark Strickland, NC Justice Academy
Wayne Ayers, NC Justice Academy
Janet Dunn, NC Justice Academy

Approval of Previous Meeting Minutes

Members were afforded the opportunity to review the previous meeting minutes. The only change was to the spelling of Sirena Jones' name. Kathryn Bryan made the **motion** to accept the previous minutes from September 22, 2014 meeting as written. Alicia McKinney **seconded**. **Motion carried.**

New Business

- Confirmation of members: Juan Delgado, Milton Drew, Thomas Whitmore. All members have expressed a desire to remain on the committee. **A motion was made by Alicia McKinney to renew all of the existing members. Wayne Jones seconded. Motion carried.** These members' terms have been extended for another three (3) years; expiring April 2018.

- **DOCC By-Laws**

Since the September 2014 meeting, where the discussion was held about the addition of electronic voting, the policy has been changed. Commission course meetings are considered public meetings and, therefore, electronic voting is not an option. Mr. Gary Dudley, who is currently revising the policy, provided additional information; aside of no electronic voting, any member who wishes to send a proxy, that proxy should come from the same agency. Mr. Dave Castelow inquired about

being in attendance via teleconferencing. Director Mark Strickland and Mr. Gary Dudley both agreed that it was acceptable and viewed as the caller would be considered “present.”

DOCC Revisions

- **PREA (Recommendation for a new block)**

Mr. Fuss presented the addition of the PREA block before the Commission in December. The Commission approved and allotted 2 more hours. The material must go through rule making; therefore, the roll-out is not anticipated until February 2016. Mr. Fuss provided the members with a one-page handout outlining the training objectives from the 2016 In-Service Detention Officer Training lesson plan. The handout was provided as a guide to begin creating the training objectives for the new DOCC PREA block. Members discussed several options for training objectives with the final training objectives being:

1. Define PREA and identify the types of behavior that are covered.
2. List the responsibilities of an officer/detention facility when an inmate reports a sexual assault.
3. Discuss the concerns an agency could face for not complying with PREA.
4. Discuss the resources that are available for officers and detention facilities in complying with PREA.

A motion was made by Dave Castelow to accept the PREA training objectives. Thomas Whitmore seconded. Motion carried.

- **Revisions**

Discs were mailed to all members with strikethroughs of all proposed changes to take effect in August 2015. However, the entire curriculum is currently undergoing legal review, with Paige Phillips and Joy Strickland making some suggestions, questions, comments, and updating sources/references. Once these changes are made, the material will be brought before the Committee for review/approval. Ms. Paige Phillips added that some changes also included statutory updates. Once the review is complete, the materials will be presented for a vote at a later date. Ms. Autumn Hanna advised not only will the changes affect the curriculum, but also the state test, which could take a couple months to revise based upon the extent of the revisions. After further discussion, it was determined that the rollout should be extended to February 2016. With the extension to a February 2016 rollout, this will allow time for the new PREA block to be added to the curriculum.

Director Strickland suggested splitting the revision reviews into two sessions; having a meeting in June or July to discuss/review/approve half of the curriculum changes (11 blocks) and then when meeting in September, discuss/review/approve the other half (11 blocks). This will allow the Revision Committee members as well as the Commission time to review the changes in smaller segments, and provide Ms. Hanna more time to review/update the state exam. Members agreed with the suggestion that it was easier to review a few at a time instead of the whole curriculum at once.

Ms. Alicia McKinney thanked Director Strickland for pushing for a legal review of the material. She felt it was long overdue as well.

- **Folder material review**

Mental Illness block (handouts) – add two maps that are already included in the PPT presentation as handouts for visual aid.

Physical Fitness block (handout) – physical assessment form has four (4) columns in one area, and two (2) columns in another, while the form on the Sheriffs’ Standards website has two (2) columns.

Ms. Autumn advised that she receives calls where individuals are confused about which form to use. Mr. Fuss is proposing that the form be changed to match the Sheriffs' Standards website and include the chart. **A motion was made by Kathryn Bryan to change the form to match the Sheriffs' Standards website and include the chart. Thomas Whitmore seconded. Motion carried.**

Legal block (handout) – U.S. v. Edwards and Riley v. California – Ms. Phillips advised this information was already addressed and would be presented at the next review.

Ms. Phillips added that there are no practical application forms for “Quick Dip,” “Dunk,” “DV holds,” “DWI,” etc. And, it would be helpful for the students to see some of the forms so that they will be able to recognize them. With giving students an example, a practical exercise could be used to help them gain a better understanding.

The addition of videos was also suggested.

Subject Control Techniques block – positive response from the field about the increase to 4 days.

Meetings

- July 6-10, 2015 @ NCJA – Salemburg, NC; an exact date to be determined.
- September 21, 2015 @ Greensboro, NC

Kathryn Bryan made a **motion** to adjourn. Alicia McKinney **seconded. Motion carried.** Meeting adjourned at 3:15 p.m.

Respectfully submitted:

Janet Dunn
North Carolina Justice Academy

Date:

March 23, 2015