

**BLET REVISION COMMITTEE
MEETING MINUTES
October 12, 2012
Morehead City Police Department Training Facility
Morehead City, NC**

Chief Wrenn Johnson greeted everyone as they arrived at the Morehead City Police Department Training Facility.

Jennifer Fisher thanked Chief Johnson for hosting the October 12, 2012 BLET Revision Committee meeting. Mrs. Fisher called the meeting to order at 10:05 a.m. Janet Dunn called the roll. Nancy Bennett and Mark Lane had advised that they would be unable to attend today's meeting.

Members Present:

Mack Creson
Craig Worley (replacing Sgt. Alfred Ellis)
Jason Godwin
Louis Ingram
Wrenn Johnson
Wayne Lamm
Jeffrey Robinson
Sammy Turner (arrived @ 10:10 am)
Steve Warren

Ex-Officio members advised that they were unable to attend

Windy Hunter, Sheriffs' Standards Division
Teresa Marrella, Sheriffs' Standards Division
Autumn Hanna, Sheriffs' Standards Division
Julia Lohman, Sheriffs' Standards Division

Staff Present:

Jennifer Fisher, NC Justice Academy
David Shick, NC Department of Justice
Gary Dudley, NC Justice Academy
Janet Dunn, NC Justice Academy

Visitors Present:

Kevin Driver, Johnston Community College
Greg Minton, Wilkes Community College
Tracy McPherson, NC Community College System
Captain Bill Dixon, Morehead City Police Department
Major Garland Terry, Morehead City Police Department

Mrs. Fisher advised the Committee that Sgt. Alfred Ellis has resigned his position on the Committee due to a job reassignment and is being replaced by Craig Worley, who will serve the remainder of this term. At the end of the term, Craig Worley will accept appointment to the Committee.

Mrs. Fisher asked for approval or correction of the April 13, 2012 meeting minutes. Steve Warren made a **motion** to approve the minutes. Wayne Lamm **seconded**. **Motion carried; unanimous approval.**

Greg Minton, Wilkes Community College, submitted a request to utilize the BullEx Fire Safety Suppression training device within the Hazardous Materials and Explosives block of instruction in lieu of the live fire. Mr. Minton conducted a presentation regarding, to include a demonstration of, the device. Mrs. Fisher provided the members with a website printout of information regarding the BullEx system for their review. Mrs. Fisher advised the members that Mr. Minton was recommending it to be an optional piece of equipment and not required. It would be placed into the lesson plan as optional.

OLD BUSINESS

Formatting Revision Project

Mrs. Fisher informed the Committee that they will begin to see a change in the font style as well as font size being used in the current revision cycle. The packet of information received by the members included those lesson plans that are undergoing formatting, special characters, and clarification issues. This project is a continuation from the last revision cycle.

Curriculum Revisions

The Committee members agreed that they would review each block and vote on them all inclusively at the end.

Anti-Terrorism: Revision is based upon the new terrorism law passed in the last General Assembly; 14-10.1. Washington FBI Terrorist Screening Center provided information about how officers should be disseminating information through DCI if they come into contact with a suspected terrorist. Consular information was updated based upon the information at the national level. New handouts were added; handling codes and updated consular notification reference card. *No discussion ensued regarding the revisions.

Arrest, Search, and Seizure/Constitutional Law: David Shick reviewed and ensured that the cases and content included was up-to-date. Mr. Shick advised that he reviewed the entire lesson plan, streamlining, updating information, and creating better content flow. It was determined that the revisions were minor in nature but would need an E&T Committee action but not necessarily a Commission action. In question were the changes to training objectives that seemed to fit the definition of a major revision, but none of the intent of each of the training objectives changed. A training objective was added due to a separation of an existing training objective into two, so it is not a new task. Some terminology in the training objectives was changed; e.g., instead of "Explain" it may say "Discuss." There are supplemental materials that are recommended for the instructors, but not required.

- * There was Committee discussion regarding the deleted paragraph on page 61/62 due to lack of reference. It was agreed upon that the revision would proceed as proposed with information being added at a later update.

Civil Process: Revision(s) is a clarification to the section about summary ejections. Rick Brown recommended the changes. *No discussion ensued regarding the revision(s).

NOTE: Beginning of each block, there is a new statement specifying what instructor certification is required, to be consistent with the Course Management Guide.

Controlled Substances: Revisions consist of formatting corrections; addition of PowerPoint slides; page 48 – clarification information about searching a motor vehicle incident to arrest, *Arizona v. Gant*. Ms. Kelly Page is conducting a review of this block and will present her recommendations at the next committee meeting, which could be a completely revised block.

- * There was Committee discussion regarding a recommendation by Mr. Shick to also include searching people incident to arrest, to address the two different rules that would apply. Members

felt that if the information is not already included within the lesson plan, then it should be added. Mrs. Fisher confirmed that when voting, this block would be accepted as presented, with the addition that Mr. Shick is going to submit about searching individuals.

Criminal Investigation: Revisions to pages 9 and 11 address the evaluation form being retained within their student files – added to be consistent with the Course Management Guide. *No discussion ensued regarding the revision.

Domestic Violence: Revisions to pages 10 and 11 contain updates to the practical exercises and the use of the evaluation form and its retention. Recommendation that a Safety Instructions form be used for role playing or where there's risk of injury. The instructor is to review the form with any role players, any participants, as well as the students, notifying them of risks, etc. Requires that students sign on the back that they acknowledge and been read the form.

- * There was Committee discussion regarding the use of the Safety Instructions. There are 7 blocks that will contain this form: Domestic Violence, Firearms, Techniques of Traffic Law Enforcement, Explosives and HazMat, Patrol Techniques, Rapid Deployment, and In-Custody Transportation. All of these blocks contain role-play with the exception of Firearms, where wording for the Safety form has been modified, taking out the role-playing statement. By signing on the back, the file would contain a couple pages of signatures rather than one page for each student in the class, reducing the amount of paperwork maintained in the file.
- * Firearms Safety form, #2 – change “should” to be “must”
- * The last statement, “A copy of this policy should be ‘provided’ to all participants...,” should be changed to read, “A copy of this policy should be ‘presented’ to all participants...”

VOTE – Safety Briefing Instructions Forms

Mack Creson made a motion to implement the Safety Briefing Instructions form for each of the following blocks of instruction:

- Domestic Violence
- Firearms
- Techniques of Traffic Law Enforcement
- Explosives and Hazardous Materials Emergencies
- Patrol Techniques
- Rapid Deployment
- In-Custody Transportation

Wayne Lamm seconded. Motion carried.

Law Enforcement Driver Training: Revision made was a modification to the academic checklist and added the instructor's notes of how long the videos were for each of them. *No discussion ensued regarding the revision.

Elements of Criminal Law: Revisions included adding numerous end noting and updated the North Carolina Crimes from the 6th edition to the 7th edition, which changed all page numbers throughout the lesson plan with regards to page references. Pages 19/20, two statutes, Carrying Concealed Pistol or Gun, and the Carrying Concealed Weapon Other Than a Pistol were separated into two segments to make it more clearly for the student. Pages 21/22, the injury to real property, injury to personal property were also separated into two segments. Added with the new addition from the General Assembly, was the Cutting, mutilating, defacing, and otherwise injuring property to obtain nonferrous metals. *No discussion ensued regarding the revisions.

Ethics: Reviewed by Josh Phillips, NCJA staff members, and made good recommendations to make it a stronger block. *No discussion ensued regarding the revisions.

Explosives & Hazardous Materials Emergencies: Revisions include an updated MSDS sheet handout sample that has been filled out that can be used as a guide and the addition of the safety briefing form. Pages 36, 37, 38 – The NCGS 14-10.1 Terrorism material had been added, but since it is already included in the Anti-Terrorism block, feels that it would be good to delete it from the Hazardous Materials and keep it in the Anti-Terrorism block instead. The entire section was deleted from this block of instruction.

- * There was Committee discussion regarding the BULLEX system that was presented by Mr. Minton at the beginning of the meeting. Comparing it against a real fire scenario, the BULLEX system is not realistic; e.g., heat. Mrs. Fisher noted that the training objective is to demonstrate the ability to use a fire extinguisher to extinguish fires by completing a practical exercise.

Jeffrey Robinson made a motion that no digital fire suppression system be used. Wayne Lamm seconded. Motion carried.

Human Trafficking: Revision includes the addition of the new law that came out of the last General Assembly, the “Unlawful sale, surrender, or purchase of a minor.” *No discussion ensued regarding the revision.

In-Custody Transportation: Revisions include changing “prisoner” to “inmate” based upon the DOCC to be consistent. Page 34 – additional information regarding a Supreme Court ruling about strip searches.

- * There was Committee discussion regarding the use of “weak hand” instead of “support hand.” The intent was to change the wording so that it would be consistent with Firearms. Committee members requested that the language of “support hand” be used instead of “weak hand.”

Individuals with Mental Illness or Mental Retardation: Mrs. Fisher advised that she checked on the status of the proposed name change and it appears that sometime between January to March 2013 that would be approved. Possible July 2013 implementation of the title change. Page 47 – contained a minor correction from “two neuro-medical treatment centers” when there are actually “three.” *No discussion ensued regarding the revisions.

Motor Vehicle Law: Revision on page 136 where the law was updated in the last General Assembly regarding GS 20-157, defining/clarifying the public service vehicle, to include other vehicles besides law enforcement and ambulances. Major Troy Butler, Highway Patrol, is conducting a review and will make recommendations for revision in the future. *No discussion ensued regarding the revisions.

Patrol Techniques: Roger Miller conducted the review and made the following recommendations. Page 38 – added information that came out of the Officer Safety Readiness program about mental awareness and staying alive. Page 53 – added/expanded information regarding positioning yourself between multiple subjects. Page 55/56 – information regarding contact and cover was expanded. The following pages 80-81, 95, 109, 125-127 contained the original information that was expanded on earlier—deleted from this section, 143-145, and 150 contain minor revisions.

- * There was Committee discussion regarding pages 80-83 which contains verbal and nonverbal content that is a duplication of what is currently found in SCAT. The Committee expressed concerns of the numerous additional pages without additional time and discussed several options of removing some material in an attempt to reduce the length of the topic. Committee members agreed to go with the lesson plan as it is for this revision cycle and make adjustments if deemed necessary during the next revision cycle.

Physical Fitness Training: Revision makes the “Metronome” and “12 step box” optional. Some PowerPoint slides were updated, removing the “My Pyramid” and replacing it with the new “My Plate” graphics. Mrs. Fisher presented the Committee with an update on the POPAT revalidation project. *No discussion ensued regarding the revisions.

Law Enforcement Radio Procedures: Revisions added resulted from the Terrorist Screening Center; the handling codes. Handling codes found in this block provide for a better description. Also incorporated is a 12-minute video from the FBI on the Terrorist Screening Center. The video was received late and not available to send out to the Committee members prior to this meeting. Mrs. Fisher

provided an overview of the video, but noted that the video could be tabled if the Committee wished to review the video.

- * Committee members expressed concerns of having not seen the video and ensuring that the illustrations are consistent. Mrs. Fisher advised that she would duplicate copies of the video and mail to the members for their review and then vote on it electronically whether to include it in this revision.

Page 19 – Concerns over the way e) (4) was worded in the lesson plan. Mrs. Fisher inquired if the Committee wanted it to be clarified to say, “During a multi-agency mass event, it is recommended by NIMS Center and required as a condition for federal preparedness grant funding.” Members agreed to strike (4) completely from the lesson plan.

“North Carolina DMV Driver’s Help Information” handout form and brochure, “NLETS” was updated.

Rapid Deployment: Page 24 – updated the diamond formation to the rolling T.

- * Concerns that the “Two Man Entry” did not entirely coincide with the most current Rapid Deployment instructor training that was held at the Academy-West. Mrs. Fisher suggested having Kevin West, NCJA Rapid Deployment instructor course, review this section and include the information with her electronic correspondence for clarification.

SCAT: Revisions are mainly formatting issues.

- * Concerns were expressed about the amount of information regarding OC Spray versus the TASER.

Techniques of Law Enforcement: Revisions include new information about Speed Detection and Measurement; pages 50/51 – information about *Arizona v. Gant*, updated information about searching incident to arrest; and supplemental information for instructors from the UNC School of Government on Traffic Stops. *No discussion regarding these revisions.

Traffic Crash Investigation: Revisions are formatting issues.

- * Inquiry as to if the practical exercise for this needs to be retained also. Mrs. Fisher advised that it has been added to the course management guide and will add an instructor note to retain copies of the triangulation measurement method, the coordinate measurement method, and the DMV-349.

Dealing with Victims and the Public: Revision deals with clarification on the mandatory duties for law enforcement - pages 20-22 – contains the law that has been updated; page 34 – updated statute(s). Ms. Maria Fryer, Violence Against Women Act representative assigned to the Governor’s Crime Commission, has been asked to review this block of instruction. Ms. Fryer is going to be sending recommendations with regards to what victims can apply for and services that are available to them to be included in this block. This information may be available at our next meeting. Handouts were revised and/or updated: Help for Victims of Crime. *No discussion ensued regarding these revisions.

Course Management Guide: There are several changes such as the blocks regarding practical safety briefing form as well as the retention of records.

Firearms: The only change was adding a section about the safety briefing form.

- * Requested consideration in changing the verbiage on the Firearms to read, prior to live fire exercises versus qualifications? Change to “prior to allow live fire exercises;” Mrs. Fisher inquired if members agreed with this change.

An updated copy of the revision committee list was included in their handouts folder; Mrs. Fisher asked that the members’ review it for accuracy.

Jeffrey Robinson made a **motion** to accept the revisions as proposed, except for the minor pending concerns that are to be clarified by electronic communication. **Jason Godwin seconded. Motion carried.**

NEW BUSINESS

Resignation/Interim Appointment and Re-Appointment of Committee members

Mrs. Fisher announced that Specialist Craig Worley will be taking the interim appointment that Alfred Ellis previously held. There were five (5) members up for re-appointment when their term was to expire December 31, 2012. All members, Mack Creson, Craig Worley, Louis Ingram, Jeff Roberson, and Sammy Turner have all accepted a re-appointment.

DIVISIONS' REPORTS

Criminal Justice Standards Division Report

Teresa Marrella was unable to attend. No report submitted. Ms. Marrella will be retiring October 19, 2012.

Legal Counsel's Report

Dave Shick had nothing to report.

Sheriffs' Standards Division Report

Autumn Hanna was unable to attend. No report submitted.

FUTURE MEETING DATES/LOCATIONS

- January 11, 2013 – North Carolina Justice Academy, Salemburg, NC
- April 5, 2013 – Nash Community College, Rocky Mount, NC
- July 12, 2013 – Morehead City Police Department, Morehead City, NC
- October 11, 2013 – Western Piedmont Comm. College, Morganton, NC

Jason Godwin made a **motion** that the meeting be adjourned. Steve Warren **seconded. The motion was approved.** Meeting adjourned at 12:25 p.m.

Respectfully,

Janet Dunn
Program Assistant
North Carolina Justice Academy

Date:

November 30, 2012