SMI ADVISORY COMMITTEE

Criminal Justice Standards Division
September 03, 2015 – 1:00 P.M.

MINUTES

(Proposals contained in these minutes are subject to approval by the NC Criminal Justice Education and Training Standards Commission)

WELCOME

Dan welcomed the members and guests to the September 3rd meeting of the SMI Advisory Committee. Dan thanked hosting proxy Trevor Allen, Deputy Director of the Criminal Justice Standards Division for providing a location to meet.

ROLL CALL

The following members were present for the meeting:

Billy Bradshaw	Ryan Weeks
Fred McQueen	Stevie McMillan by proxy of Charles Lee
Anthony Locklear	Steve Warren
Chris Gaddis	Joe Carey
Dub Bridges	Bob Stevens
Dan Worley; Chairman	Trevor Allen, Proxy for Administrators vacancy

The following members were absent for the meeting:

None

Guest(s) present for the meeting:

Jim Cowden; YIS/Cowden Group, Inc.

Seth Strayer; Tarheel Waves, Inc.

APPROVAL OF MINUTES

Dan provided the members with an electronic version of the minutes for review prior to the meeting. Dan accepted a motion to accept the minutes as presented without revision. The motion to accept the minutes without revision was made by Member Ryan Weeks, and seconded by Member Steve Warren. The motion carried unanimously.

NC JUSTICE ACADEMY ITEMS – CURRICULUM/TRAINING

Manufacturer Introduction

Mr. Seth Strayer introduced both Mr. Jim Cowden and himself to the Committee. Mr. Strayer is the CEO for Tarheel Waves Inc., a High Point based corporation that manufacturers, sells, and services speed measuring instruments. Mr. Strayer stated that they are currently entering into the market and seeking approval of their first unique instrument; the "V-spec" time distance instrument. Mr. Strayer stated that the YIS/Cowden Group, Inc. is the manufacturer for the "V-Spec" and that Tarheel Waves will be the North Carolina distributor for the instrument. Mr. Strayer stated that he saw there was no time distance instrument currently on the approved for use list that met the newer 2006 standards for North Carolina, and that he and Mr. Cowden was seeking to add this new instrument that did meet the new standards. Mr. Cowden explained the functions of the instrument, and discussed its basic operation. During his presentation, Mr. Cowden identified that the instrument had a remote, and Dan asked him if studies were conducted on the signal delay due to using the remote. Mr. Cowden stated that the remote was wired, and that no signal speed loss occurs due to the wired connection. Member Bob Stevens stated that he also had the same concern as Dan, but that if the remote is wired the concerns of speed loss should be irrelevant. Mr. Cowden stated that his company has been working with various agencies around the nation for nearly 25 years, and that his company developed the "V-spec" in 1998. He also stated that he has worked closely with many North Carolina agencies in solving the module needs between the Tracker and the Dodge Charger due to the complexity of the distance data signal, and has worked closely with Proxy Charles Lee. Proxy Charles Lee agreed, stating that he has been in talks with the YIS/Cowden Group due to the revision on the 2015 Dodge Charger driveshaft which required a new module. Dan asked the Committee if there were any further questions or comments for Mr. Strayer or Mr. Cowden and there was none. Dan thanked both for their time attending the meeting, welcomed them to any future meetings, and invited them to remain and listen to the remainder of the meeting. Both Mr. Strayer and Mr. Cowden stayed for the remainder of the meeting.

Supplement Revision Discussion

Dan presented the Committee with a draft copy of the current Supplement for SMI Training and asked the members to look through the copy for revision recommendations. Member Ryan Weeks identified that in the cover section he was incorrectly identified as only a RADAR and Time Instructor. He actually holds LIDAR as well, so Dan noted the recommendation.

In Appendix A, subsection 1(a), discussion was held concerning the definition of what makes an instrument "user-friendly." The current language shows examples of user friendliness including the "presence of a simplified menu [if necessary for operation], ease of tuning fork testing and obtaining results." Proxy Charles Lee expressed concern that the language is too vague, and that a definitive checklist should be established for the manufacturers to go by, but close out the list with "etc" so it wasn't all encompassing. Member Bob Stevens stated that to make the list specific was very difficult due to the size of the topic, and that in some cases; it may be an individualized issue that is not considered user-friendly. Proxy Trevor Allen agreed, stating that while you need to provide a list of suggestions for the manufacturers to visualize the needs of the rule, the Committee should make the list somewhat vague inviting discussion between the Committee and the manufacturers. Proxy Charles Lee agreed, and also proposed that Dan seek input from the Instructors attending recertification courses in the fall to obtain further input. Dan agreed that Proxy Lee had a good suggestion. Dan asked the Committee to think about this and be prepared to discuss further at the December meeting.

In Appendix A, subsection 1(b), it pertains to clarifying the expected light test on the power up and manual test sequence. Dan proposed adding the language "(For example; an appropriate light test for a three segment speed or range window can only show either "888" or "8.8.8." in the three segments.)" None of the members took exception to this language, and there was no further discussion on this.

In Appendix A, subsection 1(f), it pertains to clarifying the three speed display rule. The additional language proposed to be added is "(For example, only one target speed window, one target lock speed window, and one patrol speed window is permitted on the display for the instrument.)" None of the members took exception to this language, and there was no further discussion on this.

In Appendix A, subsection 1(l), it pertains to clarifying what a mode or feature is. The new proposed language is "A 'mode' or 'feature' is defined as having any technology programmed into the software or operating system, or, built onto the instrument hardware that can be utilized during the operation of the instrument by the operator and/or instructor. A manufacturer must notify the Chairman of the SMI Advisory Committee to clarify if a 'mode' or 'feature' must first be tested and approved, and shall arrange a testing session of the new 'mode' or 'feature' prior to submitting the instrument for evaluation and/or approval to the Program Administrator." None of the members took exception to

this language, and there was no further discussion on this.

Dan advised the Committee that he was tabling the revision for this document until the December meeting, and asked the members to take the copy and review it intensely so they will be prepared to discuss any revisions covered at this meeting, or new revisions they individually wished to recommend, at the December meeting of the SMI Advisory Committee. There was no dissent to this procedure.

Approval/Deletion Rules Revision

Dan presented the Committee members with the addition deletion policy. Dan reminded the Committee that pursuant to recommendations by the Attorney General's office, we must look at the rule for revision due to the recent issue with a manufacturer seeking a 150B grievance for the denial of an instrument. Dan advised the members that this revision will primarily act to add language that specifically identifies how an instrument will be denied approval, the notification procedures, and any form of grievance for the manufacturer.

Dan presented a draft copy of the policy, which contains highlighted section. Dan advised the members that language still needed to be added on the denial procedure, and would be updated at the December meeting. Dan asked the members if they immediately had any revision recommendations, and there was none. Dan advised the Committee that he was tabling the revision for this document until the December meeting, and asked the members to take the copy and review it intensely so they will be prepared to discuss any revisions covered at this meeting, or new revisions they individually wished to recommend, at the December meeting of the SMI Advisory Committee. There was no dissent to this procedure.

CJ STANDARDS DIVISION ITEMS – STANDARDS

C.J. Standards Update

Deputy Director Trevor Allen addressed the Committee as proxy to the vacant SMI Program Administrator position. Proxy Allen stated the vacancy was posted and that an interview process was established but the position was unable to be filled. Proxy Allen stated that the position would be re-announced and additional applications would be accepted and processed in an attempt to fill the position. Proxy Allen asked the SMI Advisory Committee to assist in this step by seeking qualified individuals to apply.

INFORMATIONAL ITEMS

Commission Meeting Update

Dan advised the Committee that he wished to discuss future meetings with the Committee, especially since new members were appointed. Dan asked for input on keeping the generic meeting dates as-is, or if a change was necessary. Proxy Charles Lee proposed moving the meeting date from the first Thursday due to the regional testing in Wake County being on that same week. Proxy Lee stated it interfered with their ability to conduct the training and continue to serve on the Committee. Member Fred McQueen stated that the third and fourth Thursdays were his regional testing dates, and that those would be problems for him due to his training needs. Dan advised the members he would take this into consideration and present them with a meeting date itinerary for 2016 at the December meeting for review and input.

OTHER BUSINESS

Term Renewals

Dan advised the Committee there were no renewals to be addressed.

Next Meeting Date

Dan reminded the members that the next meeting is scheduled for Thursday, December 3, 2015, at the Charlotte-Mecklenburg Police Department, in Charlotte. Dan advised the members that the host Member for the meeting will be Joe Carey.

Other Business to Address

There was no other business to address by the Committee.

Evaluation Instrument Distribution

Dan advised the members that immediately following the close of the meeting, evaluation instruments will be distributed. He asked each member to take a couple of instruments and complete the instrument evaluation form on them. There was no further discussion on this topic.

ADJOURNMENT

With no further business to address, a motion was made by Member Bob Stevens to adjourn the meeting until December in Charlotte. Member Dub Bridges seconded the motion. The motion carried at 2:40 p.m., with one dissenting vote cast by Proxy Charles Lee.